

# Terrace Lodge Redevelopment Steering Committee Meeting Agenda

**Date:** 26 November 2019

**Time:** 2 pm

**Location:** Elgin County HQ, 450 Sunset Drive St. Thomas – Admin Services Boardroom 3rd floor

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- 1.0 Review of Minutes**
  - 1.1 Steering Committee October 22<sup>nd</sup> meeting minutes *attached*
- 2.0 Schedule**
  - 2.1 Project Schedule – updated 19 November 2019 *attached*
  - 2.2 MLTC Preliminary Plan Re-Submission – 7 November 2019
  - 2.3 SPA Submission – 25 October 2019
- 3.0 Existing Site Information**
  - 3.1 Electrical Substation – test results (Brian Lima)
- 4.0 Construction Manager**
  - 4.1 Class C Construction Budget Update– D Grant dated 1 Nov 2019 *attached*
  - 4.2 Class B Construction Budget– D Grant to start 25 Nov 2019
- 5.0 Budget**
  - 5.1 Replacement Reserve – Core exterior upgrades next Working Group meeting
- 6.0 Authorities Having Jurisdiction (AHJ)**
  - 6.1 Meeting with Public Health – 12 November 2019
- 7.0 Architectural,**
  - 7.1 Overview of changes, based on MLTC comments
- 8.0 Structural, Mechanical, Electrical & Foodservice**
  - 8.1 100% Design Development – targeting 22 November 2019
  - 8.2 Building Design Coordination Meeting – 28 November 2019 1pm MMMC Brantford
- 9.0 Functional Program, Operational, Transition Plans**
  - 9.1 Updates to Operational Plan, based on MLTC comments
- 10.0 Next Meetings**
  - 10.1 Special Steering Committee Meeting 11 December 2019 2pm Elgin County HQ
  - 10.2 Working Group Meeting TBD – Agenda Core BCA & IP&C

END

## **TERRACE LODGE REDEVELOPMENT STEERING COMMITTEE**

### **Minutes of Meeting**

**October 22, 2019 at 1 pm**

The Terrace Lodge Redevelopment Steering Committee meeting was held on Tuesday, October 22, 2019 in the Elgin County Administrative Boardroom.

Committee Members Present:     Bob Purcell – Elgin County Councilor/Chairman  
  Dave Mennill – Elgin County Councilor  
  Mary French – Elgin County Councilor  
  Tom Marks – Elgin County Councilor

Staff Members Present:           Julie Gonyou – Chief Administrative Officer  
  Michele Harris – Director of Homes and Senior Services  
  Jim Bundschuh – Director of Financial Services  
  Brian Lima – Director of Engineering Services

Consultants Present:             Allan Taylor – Project Manager  
  David Heintz – MMMC Architects  
  Victoria Pilles – MMMC Architects

Regrets:                             Duncan McPhail – Elgin County Warden  
  Cole Aicken – Building Science Technologist  
  Jim Carter – Manager of Corporate Facilities  
  Gail Kaufman Carlin – Health & Senior Services Consultant

### **Call to Order**

Chairman Purcell called meeting to order at 1 pm.

### **Discussion**

1. Review of Minutes
  - 1.1. Steering Committee October 8<sup>th</sup> Minutes – Reviewed and accepted.
2. Schedule
  - 2.1. Project Schedule – Remains unchanged since October 8<sup>th</sup>.
  - 2.2. MOH Preliminary Plan Submission (PPS) – No update from MOH.
  - 2.3. SPA Submission – Submission targeted for Wednesday or Thursday (October 23<sup>rd</sup> or 24<sup>th</sup>).
3. Existing Site Information
  - 3.1. Electrical Substation – Testing has been done and a report should be available within two weeks. Initial results suggest that the substation is in good condition.
  - 3.2. Catfish Creek Conservation Authority – Flood plain analysis submitted October 4<sup>th</sup>. CCCA requested additional information, which will be provided by GM BluePlan.
4. Construction Manager

- 4.1. CM Class C Construction Cost Budget – D. Grant to update and MMMC to circulate.
5. Budget
  - 5.1. Escalation Contingency – 10% allowance for escalation reduces available construction budget by \$2.7 million. MMMC presented overview of adjustments to budget and reduction in scope as a result of this contingency. Committee had concerns about asking council for more money, and would prefer to find efficiencies. MMMC explained that 10% is a conservative amount, and that removed items could likely be reintroduced if the reserved funds are not needed. Committee to prepare a status report for council before the November 26<sup>th</sup> meeting.
  - 5.2. Fundraising – Discussion deferred to next working group meeting.
  - 5.3. Replacement Reserve – Discussion deferred to next working group meeting.
6. Cost Saving Items Considered for Reintroduction – Michele gave prioritized list of items to be reintroduced:
  - 6.1. 4-pipe fancoil reinstatement in lieu of 2-pipe fancoil – Thermal comfort is the highest priority. Based on presentation to be given by Smith + Andersen, if the 4-pipe is required to achieve the desired level of comfort, this will be reintroduced first. If, after presentation, working group and steering committee are convinced that the 2-pipe will provide sufficient thermal comfort, the 4-pipe will not need to be reintroduced.
  - 6.2. Staff Change Room renovation – This is the second highest priority. Based on updated design to minimize construction in the staff change room area, this renovation should be minor enough to be reintroduced.
  - 6.3. Chapel renovation of existing dining room – Replacement of the ceiling and lighting in the new chapel (former dining room) are the third highest priority.
  - 6.4. Gift Shop renovation of existing chapel – The addition of millwork to the new gift shop (former chapel) is the fourth highest priority.
  - 6.5. Pool Change Room renovation – This is the fifth highest priority, and has also been redesigned to make the area more functional and avoid removing the central staircase.
  - 6.6. Event Space renovation of existing dining room – No major updates are required to change the use of this space, so this is the lowest priority.
7. Authorities Having Jurisdiction (AHJ)
  - 7.1. N/A
8. Architectural, Structural, Mechanical, Electrical & Foodservice
  - 8.1. 3D Exterior Perspectives – MMMC presented 3D perspectives and brief overview of exterior design strategy.
9. Functional Program, Operational, Transitional Plans
  - 9.1. N/A
10. Next Meetings
  - 10.1. Steering Committee Meeting 26 November 2019 1pm Elgin County HQ
  - 10.2. Steering Committee Meeting 11 December 2019 2pm Elgin County HQ
  - 10.3. Working Group Meeting TBD

**Adjournment**

Moved by ??

Seconded by ??

-

Carried



19 November 2019 (Updated)

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

The Feb 4<sup>th</sup> Steering Committee meeting selected construction management (CM) Regular delivery method. The updated Regular CM delivery project schedule follows.

Legend: Green= completed on schedule / Yellow= at risk of delay / Red= delay on critical path

### Construction Management Regular Delivery

Activity	Duration	Calendar Dates
Schematic Design	4 months	April to July 2019
CM RFP Issued on Bids & Tender		24 April 2019
CM RFP Advertise Public Tender		1 May 2019
CM Proponent Optional Site Tour		3 May 2019
CM submissions	3 weeks	16 May 2019
Evaluate CM submissions	2 weeks	End May 2019
Council award CM		11 June 2019
Submit site plan application		End June 2019 25 Oct 2019
MOH Preliminary Plan submit		Early July 2019 12 August 2019
Design Development	3 ½ months	Mid-August to 22 November 2019
MMMC Class D Const Cost Estimate	3 weeks	End July 2019
MMMC Class D Const Cost Savings		22 October 2019
MOH Preliminary Plan approval	1 month	Early August 2019 November 2019
Site plan approval complete	2 months	End Sept 2019 Dec 2019 (MTO?)
CM Class C Const Cost Estimate	6 weeks	1 November 2019
Construction Documents	4 months	November 2019 to February 2020
CM Class B Const Cost Estimate	3 weeks	25 Nov 2019 to Early-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 Reno complete	8 months	End May 2023
FF&E/Stock/Train/Pre-Occ/Move/Clear	1 month	End June 2023

November 1, 2019

Description	Construction Budget Class C November 1, 2019			
Allowance Summary	\$ 2,683,000.00			
General Conditions; Bonding; Insurance	\$ 2,118,000.00			
Subtrades/Suppliers	\$ 18,042,000.00			
Phasing/Temp. Partitions; Infection/Environmental Control; Cut & Patch	\$ 918,000.00			
Rough Carpentry	\$ 261,000.00			
Miscellaneous Items	\$ 294,000.00			
<b>Subtotal</b>	<b>\$ 24,316,000.00</b>			
Proposed Cost Savings (See Oct. 17/19 Summary)	\$ (880,770.00)			
<b>Subtotal</b>	<b>\$ 23,435,230.00</b>			
Design Contingency	See Subtrade Packages			
Construction Contingency Allowance (4%)	\$ 937,410.00			
Escalation Allowance (10%)	\$ 2,343,523.00			
<b>Subtotal</b>	<b>\$ 26,716,163.00</b>			
Construction Management Services Contract Fee	\$ 1,018,820.00			
<b>Subtotal</b>	<b>\$ 27,734,983.00</b>			
Harmonized Sales Tax (13%)	\$ 3,605,548.00			
<b>Total</b>	<b>\$ 31,340,531.00</b>			

**Notes:**

Building Permit is Not Included  
 Development Levy is Not Included  
 FF&E Allowance is Not Included  
 50/50 Bonding; Liability Insurance; Builders Risk Insurance is Included  
 Union Gas Service Charge Allowance is Not Included.  
 Assumed Material Leaving Site meets MOE Table 1 requirements.  
 Considers Concrete Stair and Elevator Shaft; Shear Walls  
 Veneer Assumes Combination of Masonry and Siding  
 Assumes a Cementitious Skim Coat Topping at Precast Planks  
 Assumes Roof Structure is Precast Concrete Planks  
 RHA Addition Penthouse Considered

**Document Release**

**Dated**

Architectural Phasing Drawings	August 2, 2019
Architectural Site Plan	July 31, 2019
Architectural Overall Floor Plans	July 30, 2019
Architectural Building Elevations	August 7, 2019

Terrace Lodge Redevelopment  
475 Talbot Street East, Aylmer, ON

November 1, 2019

Specification Section/ Division	Structural Subcontractors	Construction Budget Class C November 1, 2019			
	Positive Dewatering System		Not Included		
	Interior Selective Demolition	\$	661,000.00		
	Excavation & Backfill / Site Services (Allowance)	\$	612,000.00		
	Concrete Forming; Finishing; Reinforcement	\$	1,236,000.00		
	Structural Steel Framing	\$	787,000.00		
	Precast Concrete Planks; Skimcoat Topping	\$	517,000.00		
	Cold Formed Steel Wall Panels	\$	540,000.00		
	<b>Subtotal Subcontractors</b>	<b>\$</b>	<b>4,353,000.00</b>		
Specification Section/ Division	Envelope Subcontractors	Construction Budget Class C November 1, 2019			
	Masonry & Architectural Precast	\$	601,000.00		
	Miscellaneous Metals; Stairs; Railings	\$	128,000.00		
	Cavity Wall Insulation; Vapour Barrier (Inc. Inboard at RHA Reno)	\$	268,000.00		
	Metal Siding, Related Flashings & Sealants	\$	183,000.00		
	EIFS (Stucco Band)	\$	76,000.00		
	Modified Bituminous Membrane Roofing, Related Flashings and Sealants	\$	360,000.00		
	Hollow Metal Doors, Frames and Screens	\$	121,000.00		
	Vinyl Windows		Not Applicable		
	Aluminum Doors, Windows and Frames, Misc. Glass & Glazing & Sills	\$	517,000.00		
	Mechanical (Excluding Fire Protection)	\$	3,965,000.00		
	Fire Protection	\$	254,000.00		
	Electrical	\$	2,053,000.00		
	Steel Studs, Insulation, Vapour Barrier, Drywall and Acoustics	\$	2,134,000.00		
	Cementitious Fireproofing	\$	14,000.00		
	Elevators	\$	214,000.00		
	Fdtn Dampproofing; Waterproofing	\$	56,000.00		
	<b>Subtotal Subcontractors</b>	<b>\$</b>	<b>10,944,000.00</b>		

Specification Section/ Division	Finishing Subcontractors	Construction Budget Class C November 1, 2019			
	Finish Carpentry; Millwork; FS; Sealants; Wood Doors; Hardware; Painting; Flooring; Misc. Specialties	\$ 2,595,000.00			
	<b>Subtotal Subcontractors</b>	<b>\$ 2,595,000.00</b>			
Specification Section/ Division	Exterior Site Work Subcontractors	Construction Budget Class C November 1, 2019			
	Temporary Pedestrian Access (Allowance)	\$ 15,000.00			
	Concrete Curbs	Not Included			
	Concrete Sidewalks; Paving	\$ 55,000.00			
	Asphalt Paving & Line Painting	Not Included			
	Trees, Shrubs & Groundcovers; Sodding/Seeding (Allowance)	\$ 80,000.00			
	Site Furniture, Fencing	Not Included			
	<b>Subtotal Subcontractors</b>	<b>\$ 150,000.00</b>			
	<b>Total Subcontractors</b>	<b>\$ 18,042,000.00</b>			



Terrace Lodge Redevelopment  
 475 Talbot Street East, Aylmer, ON

November 1, 2019

<b>Allowances</b>				
Allowances	Testing & Inspection Allowance	\$	100,000.00	
	Localized Abatement - Phase 0	\$	325,000.00	
	Replace Existing 27.6kV Electrical Substation	\$	75,000.00	
	Relocate Mech. Equip. at North RHA Building Connection	\$	125,000.00	
	Pool Change Room Renovations	\$	88,000.00	(Deleted by Cost Savings)
	Food Service Equipment (Kaizen Estimate)	\$	682,000.00	
	Laundry Equipment		Existing to be Reused	
	Nursecall/AV/Security/Communications	\$	375,000.00	
	Patient Lifts (See Oct. 17/19 Summary)	\$	533,000.00	
	Therapeutic Tubs (4 each)	\$	140,000.00	
	Flusher Disinfectors (4 each)	\$	60,000.00	
	New Electrical Primary Service		Not Required	
	Temp. Construction Access Driveway	\$	95,000.00	
	Underground Irrigation	\$	40,000.00	
	Commissioning Agency Fee	\$	45,000.00	
	<b>Total Allowance Summary</b>	<b>\$</b>	<b>2,683,000.00</b>	

Terrace Lodge - Construction Cost Estimate  
Cost Saving Complete Scope

Room Name	sq ft		Extent of Renovation	Cost / sq ft	Amount	Sub-Total Cost	Original Notes	Proposed Cost Saving	Cost Saving Notes		
Pool Change Rooms & WRs (Basement)	504	504		\$ 175.00			basement renovation	\$ (88,200.00)	pool change room and washrooms remain as is HK room deleted at centre stair, but HK room added in Receiving addition bsmt		
HSKP (Basement)	100			\$ 175.00	\$ 17,500.00						
	604	504				\$ 17,500.00					
Elevator Machine Room	94		expand/isolate sump	\$ 250.00	\$ 23,500.00						
Elevator Upgrade					\$ 110,000.00						
	94					\$ 133,500.00					
Women's Change Room (Basement)	338	338		\$ 200.00						\$ (67,600.00)	Women's Change Room remains as is
Women's Washroom (Basement)	28	28		\$ 200.00						\$ (5,600.00)	Women's Washroom Room remains as is
Staff Shower (Basement)	28			\$ 200.00	\$ 5,600.00						staff shower to be included in Receiving addition basement
Men's Change Room (Basement)	125	125		\$ 200.00						\$ (25,000.00)	Men's Change Room remains as is
Men's Washroom (Basement)	28	28		\$ 200.00			\$ (5,600.00)	Men's Washroom Room remains as is			
	547	519				\$5,600.00			\$ (103,800.00)		
Meeting Room / Education	345	345		\$ 150.00			first floor core reno	\$ (51,750.00)	dedicated Meeting/Education deleted		
Library	188	188		\$ 200.00						\$ (37,600.00)	Library to remain as is ie. No renovations
Gift Shop	516	516		\$ 250.00						\$ (129,000.00)	Chapel to become Gift Shop, but without any renovations
Health Clinic	186			\$ 250.00	\$ 46,500.00						
UTR	129			\$ 250.00	\$ 32,250.00						
Reception	40			\$ 290.00	\$ 11,600.00						
	1404	1049				\$ 90,350.00					
AC Offices	249			\$ 150.00	\$ 37,350.00						
VON Office	99			\$ 100.00	\$ 9,900.00						
CMI Office	94			\$ 100.00	\$ 9,400.00						
DHSS Office	100	100	structural infill of stair	\$ 320.00				\$ (32,000.00)	DHSS (Michele) to share office, Centre stair to remain as is		
Family Room	259			\$ 250.00	\$ 64,750.00						
Family Dining	261	261	structural infill of stair	\$ 320.00				\$ (83,520.00)	Family Dining to be relocated into Activation Room C117 (existing Recroom)		
	1062	361				\$ 121,400.00					
Chapel	1446	1446		\$ 150.00	\$ 50,000.00			\$ (166,900.00)	Dining Room to become Chapel, only \$50K allowed for STC 54 Folding Partition		
Event Space	1410	1410		\$ 100.00				\$ (141,000.00)	Dining Room to become Event Space, but without any renovations		
Public Washroom (x2)	130			\$ 320.00	\$ 41,600.00						
Tuck Shop	296			\$ 320.00	\$ 94,720.00						
HSKP	61			\$ 250.00	\$ 15,250.00						
MSS Office	133			\$ 100.00	\$ 13,300.00						
Maintenance Office	133	133		\$ 100.00				\$ (13,300.00)	Maintenance Office remains in Basement at existing location		
	3609	2989				\$ 214,870.00					
SECOND FLOOR											
RCC Office	129	129		\$ 100.00				\$ (12,900.00)	existing nurse station to be repurposed for offices without renovations		
MDS RAI Office	208	208		\$ 100.00				\$ (20,800.00)	existing nurse station to be repurposed for offices without renovations		
	337	337				\$ -					
FOODSERVICE EQUIPMENT					\$ 750,000.00						
Central Kitchen	1723			\$ 250.00	\$ 430,750.00						
Meals on Wheels	111			\$ 250.00	\$ 27,750.00						
	1834					\$ 1,208,500.00					
Renovation Cost Savings (before Design and Construction Contingency)								\$ (880,770.00)			
Add 20% Design and Construction Contingency								\$ (176,154.00)			
CORE RENOVATION TOTAL	9491	5759				\$ 1,791,720.00					
Renovation Cost Savings including 20% Design and Construction Contingency								\$ (1,056,924.00)			

Terrace Lodge - Construction Cost Estimate  
Cost Saving Complete Scope

Elevator				\$ 120,000.00			
Basement Receiving/Elevator Addition	1132		Addition	\$ 325.00	\$ 367,900.00		
First Floor Receiving/Elevator Addition	1132		Addition	\$ 360.00	\$ 407,520.00		
Second Floor Receiving/Elevator Addition	337		Addition	\$ 360.00	\$ 121,320.00		
	2601					\$ 1,016,740.00	
Lower North & South Renovation	12885			\$ 300.00	\$ 3,865,500.00		
Upper North & South Renovation	12885			\$ 300.00	\$ 3,865,500.00		
	25770					\$ 7,731,000.00	
First Floor Addition	16822		Addition	\$ 325.00	\$ 5,467,150.00		
Second Floor Addition	16822		Addition	\$ 325.00	\$ 5,467,150.00		
	33644					\$ 10,934,300.00	
Total GSF New Construction (Additions)	36245						
Total GSF Mechanical Penthouse (assumed)	1494						
Total GSF Bedroom Wing Renovation	25770						
Total SF Core Renovation	9491						
Total Area	73000						
Sub-Total Construction Cost						\$ 21,473,760.00	
15% Design Contingency						\$ 3,221,064.00	
						\$ 24,694,824.00	
Asbestos Abatement - Englobe Opinion of Probable Cost						\$ 325,000.00	
Sub-total						\$ 25,019,824.00	
3% Construction Contingency on Addition						\$ 358,531.20	
5% Construction Contingency on Renovation (excludes abatement)						\$ 476,136.00	
TOTAL CONSTRUCTION ESTIMATE excl HST						\$ 25,854,491.20	
Additional CFS Funding		\$ 870,000.00					
Additional Reserve for Construction		\$ 3,100,000.00					
Original Approved Construction Budget excl HST		\$ 23,770,900.00					
TOTAL CONSTRUCTION BUDGET excl HST		\$ 27,740,900.00					
Deduct 10% Escalation Allowance		\$ (2,774,090.00)					
Construction Budget Excluding 10% Escalation		\$ 24,966,810.00				\$ 24,966,810.00	
MMMC BUDGET OVERRUN EXCL 10% ESCALATION ALLOWANCE						\$ (887,681.20)	
D Grant Budget Adjustments							
DG Escalation separated out from subtrade lines						\$ (646,672.50)	2.5% x \$25,866,900. DG advised avg esclation of 2 to 3% in each subtrade line.
DG const contingency revised to 3% on addition						\$ (274,189.14)	5% of \$12,157,443 reno cost + 3% of \$13,709,457 addition cost. Avg is 3.94%.
DG Mechanical (excluding Sprinkler)						\$ (695,000.00)	\$55/gsf x 73,000 gsf. 128 bed new LTC mech cost just closed at \$51.25/gsf
DG Electrical						\$ (367,500.00)	\$28.50/gsf x 73,000 gsf. 128 bed new LTC elec cost just closed at \$26.13/gsf
Reuse 10 cassettes and 22 clg lift track						\$ (96,000.00)	
Reduce to 45 Cassettes & 56 Clg Lift Track						\$ (231,000.00)	net reduction of 33 new cassettes at \$7,000 each
Add Temp Const Access Driveway (Allowance)						\$ 65,000.00	
Add Underground Irrigation (Allowance)						\$ 40,000.00	
Add Commissioning Agent Fee (Allowance)						\$ 45,000.00	
Total Renovation Cost Saving & DG Budget Adjustments						\$ (3,217,285.64)	
D Grant Oct 4th Budget						\$28,179,065.00	
Construction Budget Excluding 10% Escalation Allowance						\$24,966,810.00	
D GRANT BUDGET OVERRUN EXCLUDING 10% ESCALATION ALLOWANCE						\$ (3,212,255.00)	