



THE CITY OF WINDSOR
COUNCIL SERVICES DEPARTMENT

VALERIE CRITCHLEY
CITY CLERK

IN REPLY, PLEASE REFER
TO OUR FILE NO. _____

May 1, 2014

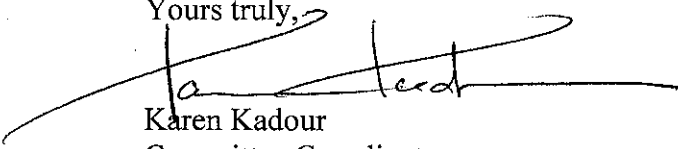
TO: All Members of the Windsor International Aquatic & Training Centre Steering Committee

Attached is the Agenda for the meeting to be held:

Thursday, May 8, 2014
at 11:00 o'clock a.m.
Town of Walkerville Meeting Room
3rd floor, City Hall

Please notify the undersigned at 519-255-6222, ext. 6430, if you are **unable** to attend.

Yours truly,


Karen Kadour
Committee Coordinator

Attachments

To view minutes and agendas on the web, go to: www.citywindsor.ca

**AGENDA
of the
WINDSOR INTERNATIONAL AQUATIC & TRAINING CENTRE STEERING
COMMITTEE**

**Thursday, May 8, 2014
11:00 o'clock a.m.
Town of Walkerville Meeting Room
3rd floor, City Hall**

1. CALL TO ORDER

2. ADOPTION OF THE MINUTES

Adoption of the minutes of the meeting held on February 21, 2014 – *(previously distributed)*.

3. DECLARATIONS OF CONFLICT

4. BUSINESS ITEMS

4.1 Financial Summary Update

The report of the Manager, Financial Accounting dated April 23, 2014 entitled “Financial Summary Update – March 31, 2014” is *attached*.

4.2 Project Manager’s Update

The report of the Project Manager dated April 15, 2014 entitled “Project Update Windsor International Aquatic and Training Centre” is *attached*.

4.3 Facility Plaque

The report of the Project Manager dated April 15, 2014 entitled “Facility Plaque” is *attached*.

4.4 Art Works – West Wall

The report of the Project Manager dated April 15, 2014 entitled “Art Works – West Wall” is *attached*.

5. WINDSOR INTERNATIONAL AQUATIC & TRAINING CENTRE EXECUTIVE COMMITTEE

Minutes of the Windsor International Aquatic & Training Centre Executive Committee - *attached for information*

February 10, 2014, February 18, 2014, March 3, 2014, March 10, 2014, March 31, 2014, and April 9, 2014.

6. OTHER BUSINESS

7. ADJOURNMENT

Item No.

THE CORPORATION OF THE CITY OF WINDSOR
Windsor International Aquatic and Training Centre Steering Committee



MISSION STATEMENT:

"The City of Windsor, with the involvement of its citizens, will deliver effective and responsive municipal services, and will mobilize innovative community partnerships"

LiveLink REPORT #:	Report Date: April 23, 2014
Author's Name: Dan Seguin	Date to Committee: May 8, 2014
Author's Phone: 519-255-6100 ext 6416	Classification #:
Author's E-mail: dseguin@city.windsor.on.ca	

To: Windsor International Aquatic and Training Centre Steering Committee

Subject: Financial Summary Update –March 31, 2014

1. RECOMMENDATION: City Wide: _____ Ward(s): _____

THAT the Windsor International Aquatic and Training Centre (WIATC) Steering Committee **RECEIVE FOR INFORMATION** the Financial Summary Report and Comments as of March 31, 2014.

EXECUTIVE SUMMARY:

N/A

2. BACKGROUND:

On December 15, 2011, through CR 302-2011, Council approved a Total Gross Project Budget Prior to Recoveries of \$77,622,300 and a Net Project Costs Budget (prior to corporate recoveries) of \$62,622,300. A Financial Summary Report is presented to the Executive Committee of the WIATC on a regular basis. Attached is a summary of current expenditures at March 31, 2014.

3. DISCUSSION:

As of March 31, 2014, the project has incurred gross expenditures of \$74,174,228 (net of holdbacks). Grants received from OMAFRA to date amount to \$15,000,000 and internal recoveries received to date amount to \$159,091 for a net project cost of \$58,832,091 prior to corporate recoveries.

Remaining expenditures to be incurred include: financing through 2014 (see *Financial Matters* below), remaining holdback and construction costs of EllisDon / DeAngelis, and the majority of enhancements considered at the last Steering Committee meeting including a \$100,000 placeholder for West Wall enhancements. The best current estimate of the final surplus, including remaining contingency, is approximately \$270,000.

4. RISK ANALYSIS:

A detailed risk analysis was provided to Council as part of the project approval process. As the project is nearing completion, the vast majority of the initial project risks are no longer a significant concern.

5. FINANCIAL MATTERS:

Budget

The project remains well within budget. Attached is a summary by account of the current expenditures.

Interest

The last report to the Steering Committee showed a projected surplus on Financing Charges of \$300,000 while assuming conservative interest rate increases, as most of the year had yet to unfold. In fact, there have been additional interest rate *decreases* in the past months. As a result, though it cannot be precisely predicted, it is projected that the interest surplus will likely be in excess of \$450,000.

6. CONSULTATIONS:


N/A

7. CONCLUSION:

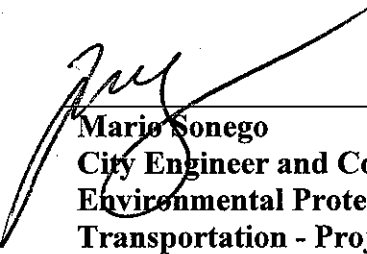
THAT the Windsor International Aquatic and Training Centre Steering Committee **RECEIVES** the financial summary report and comments as noted above.



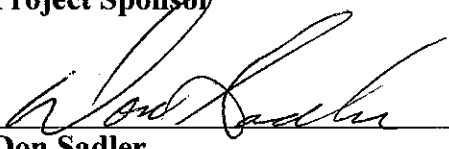
Dan Seguin
Manager, Financial Accounting



Onorio Colucci
Chief Financial Officer/City Treasurer and
Corporate Leader Finance and Technology -
Project Sponsor



Mario Sonogo
City Engineer and Corporate Leader
Environmental Protection and
Transportation - Project Co-Sponsor



Don Sadler
Project Manager

DS

APPENDICES:
Appendix A: Financial Summary Report

DEPARTMENTS/OTHERS CONSULTED:
Name:
Phone #: 519 ext.

NOTIFICATION :

Name	Address	Email Address	Telephone	FAX
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Description	Budget \$	Estimated Future Revenue/Expenditures		Total Estimated Project Revenue/Expenditures	Variance Surplus / (Deficit)
		Current Revenue/Expenditures	Estimated Future Revenue/Expenditures		
EXPENSES					
Construction:					
Design Build Fixed Price Contract	\$ 66,372,300	\$ 65,421,141	\$ 951,159	\$ 66,372,300	\$ -
Site Servicing	1,200,000	1,032,751	17,250	1,050,001	150,000
Myrtha Pool Deposit	150,000	150,000	-	150,000	-
Furniture Fixtures and Equipment	3,300,000	2,978,484	309,016	3,287,500	12,500
Subtotal Construction	\$ 71,022,300	\$ 69,582,376	\$ 1,277,424	\$ 70,859,801	\$ 162,500
External Professional					
Legal Consulting	\$ 400,000	\$ 217,170	\$ 2,830	\$ 220,000	\$ 180,000
Engineering Consulting	560,000	537,174	56,343	593,517	(33,517)
Other Consulting	100,000	145,051	4,948	150,000	(50,000)
Subtotal External Professional	\$ 1,060,000	\$ 899,395	\$ 64,122	\$ 963,517	\$ 96,483
Miscellaneous:					
Project Management & Administration	\$ 440,000	\$ 434,491	\$ 30,509	\$ 465,000	\$ (25,000)
Interim Financing Costs	2,000,000	961,386	588,614	1,550,000	450,000
Other Miscellaneous	200,000	47,328	32,672	80,000	120,000
Variable Frequency Drive Upgrade	-	140,222	0	140,223	(140,223)
Ceiling Lifts	-	18,869	0	18,869	(18,869)
Conveyor	-	-	340,000	340,000	(340,000)
Additional seating	-	4,425	355,575	360,000	(360,000)
Project Contingency	2,900,000	2,085,735	535,057	2,620,792	279,208
Subtotal Miscellaneous	\$ 5,540,000	\$ 3,692,457	\$ 1,882,427	\$ 5,574,884	\$ (34,884)
TOTAL GROSS PROJECT COSTS PRIOR TO RECOVERIES	\$ 77,622,300	\$ 74,174,228	\$ 3,223,972	\$ 77,398,201	\$ 224,099
LESS PROJECT RECOVERIES					
Council approved recovery of VFD and Ceiling lifts	\$ -	\$ 159,091	\$ 0	\$ 159,092	\$ 159,092
Provincial Grant	15,000,000	15,000,000	-	15,000,000	-
TOTAL PROJECT RECOVERIES	\$ 15,000,000	\$ 15,159,091	\$ 0	\$ 15,159,092	\$ 159,092
NET PROJECT COSTS (Prior to Corporate Recoveries)	\$ 62,622,300	\$ 59,015,137	\$ 3,223,972	\$ 62,239,109	\$ 383,191
Less: Corporate Recoveries					
Council approved recovery of VFD and Ceiling lifts	\$ -	\$ (159,091)	\$ (0)	\$ (159,092)	\$ (159,092)
Building Permit Fees	250,000	224,309	25,691	224,309	(25,691)
Hoarding Permit Fees	130,000	\$ -	\$ -	\$ -	(130,000)
Reduction in Salary Costs in Other Corporate Areas	140,000	117,828	7,172	125,000	(15,000)
NET CITY COSTS	\$ 62,102,300	\$ 58,832,091	\$ 3,191,109	\$ 62,048,892	\$ 53,408

* assumes all contingency will be spent

FAMILY AQUATIC COMPLEX - FINANCIAL SUMMARY REPORT

As at March 31, 2014

	Spent	Remaining Approved	Total
Project Contingency Budget			\$2,900,000
<i>Variances to Offset</i>			
Contaminated Soil Testing and Removal (charged to consulting)	\$99,107	\$893	\$100,000
US Exchange on RAMaker invoice (charged to Consulting)	\$23,517	\$0	\$23,517
Hoarding Offset (shown under corporate recoveries)	\$130,000	\$0	\$130,000
Building Permit Fee Offset (shown under corporate recoveries)	\$25,691	\$0	\$25,691
Total Variances to Offset	\$278,315	\$893	\$279,208
<i>Approved Change Orders/Additional Expenses</i>			
Change Order #2 - Facade Upgrade	\$460,000	\$40,000	\$500,000
Change Order #6 - Upgrade of Air Compressor - Dry Play Area	\$20,356	\$0	\$20,356
Change order #7 - Additional Scoreboard	\$99,887	\$0	\$99,887
Change Order #9 - Charging Station	\$8,678	\$0	\$8,678
Commissioning (Jeasel Engineering)	\$148,900	\$0	\$148,900
Maintenance Manuals (Jeasel Engineering)	\$0.00	\$35,000	\$35,000
Fire Safety Plan (Archon)	\$17,616	(\$0)	\$17,616
Banner Brackets - CO#13	\$68,720	(\$0)	\$68,720
Hand rails and Anchors for lazy river - CO#12	\$34,696	\$0	\$34,696
Iconic Structure in the Waterpark	\$130,000	\$0	\$130,000
Manual to a Motorized Bulkhead - CO# 16	\$50,513	\$0	\$50,513
Vinyl Cladding on Stairs - CO#27	\$12,939	\$0	\$12,939
Extension of Conduit for Fiber Optic - CO#24	\$3,688	\$0	\$3,688
Bollard Fencing and Wavepool Stair - CO#28	\$12,871	\$0	\$12,871
Decorative exterior lighting on west wall - CO#23	\$12,648	\$0	\$12,648
Rough-in turnstiles and gates - CO#25	\$8,480	\$0	\$8,480
New Communications Room 109A - CO#26	\$15,761	\$0	\$15,761
Starting block anchors - CO#33	\$2,543	\$0	\$2,543
Wiring for security - CO#19	\$98,965	\$0	\$98,965
Door Changes - CO#14	\$59,718	\$0	\$59,718
Atrium - Lobby improvements - CO# pending	\$102,762	(\$0)	\$102,762
LED Sign Support - CO#17	\$8,304	\$0	\$8,304
CO2 Supply pipe - Farhal PO	\$0	\$12,112	\$12,112
North Exterior Banner Support - CO pending	\$21,496	\$0	\$21,496
Scoreboard relocation - CO#35	\$13,060	\$0	\$13,060
Portable scorer platform - PO Penn Elcom	\$9,842	\$0	\$9,842
Change Order TBD - Ceiling over reception desk	\$9,725	\$0	\$9,725
Change Order TBD - Natatorium change room door upgrade	\$6,364	\$0	\$6,364
Natatorium finishes upgrade	\$529,076	\$70,924	\$600,000
Farhal CO2 Manifold	\$0	\$4,400	\$4,400
Concrete Pad for CO2	\$7,158	(\$0)	\$7,158
CO2 Monitor	\$0	\$4,741	\$4,741
Temporary strainers	\$7,367	\$0	\$7,367
30amp power to Co2 tank	\$5,156	\$0	\$5,156
120V power to Flow Meters	\$10,184	(\$0)	\$10,184
Stair risers	\$3,218	(\$0)	\$3,218
Chlorine tank venting	\$3,680	\$0	\$3,680
Temporary strainers and pressure releaf valves	\$8,123	\$0	\$8,123
HVAC, electric in Pro Shop	\$0	\$3,440	\$3,440
Friction Electric Drives for Spectator Bleachers	\$11,456	\$14,211	\$25,666
Communication Antenna	\$0	\$33,678	\$33,678
Heating and Cooling control panel	\$52,210	\$0	\$52,210
Non-slip flooring	\$9,575	\$0	\$9,575
West wall enhancement (placeholder)	\$0	\$100,000	\$100,000
Total Approved Change Orders/Additional Expenses	\$2,085,735	\$318,504	\$2,404,240

Total Costs Incurred and Encumbered to date

\$2,683,448

Remaining Contingency Balance

\$216,552

Approved by Executive Committee (max \$1 million)

970,874

Approved by Steering Committee

1,712,574

THE CORPORATION OF THE CITY OF WINDSOR
Windsor International Aquatic and Training Centre Steering Committee



MISSION STATEMENT:

"Our City is built on relationships – between citizens and their government, businesses and public institutions, city and region – all interconnected, mutually supportive, and focused on the brightest future we can create together."

Author's Name: Don Sadler	Report Date: April 15, 2014
Author's Phone: 519-255-6100 Extension: 1685	Date to Steering Committee: May 1, 2014
Author's E-mail: dsadler@city.windsor.on.ca	

To: Windsor International Aquatic and Training Centre Steering Committee

Subject: Project Update Windsor International Aquatic and Training Centre

1. RECOMMENDATION: City Wide: _____ Ward(s): _____

To the Steering Committee for information.

EXECUTIVE SUMMARY:

N/A

2. BACKGROUND:

On February 21, 2014 the Steering Committee approved the following project enhancements:

1. Park Upgraded Flooring
2. Expanded Water Park and second floor patron seating
3. Slide raft conveyor
4. Art Works for the west exterior wall

3. DISCUSSION:

The upgraded floor work is completed and patrons are pleased with the non slip surface. The expansion of the Water Park and the patron seating on the second floor including the sectioning off the fitness area is well underway with the fitness area able to open at Easter.

The raft conveyor is ordered for delivery early June and conveyor footing works are expected to be complete by mid May.

A working committee has been recommended for the art works on the west wall and upon approval will expedite the process of placing the art form on the west wall of the WIATC. The spring weather will allow completion of the asphalt works at the south side of the property and the finishing of the landscaping.

Ellis Don/DeAngelis are nearing completion of project work and attention to minor deficiencies that are remaining. They are expected to be off site by mid May.

4. RISK ANALYSIS:

N/A

5. FINANCIAL MATTERS:

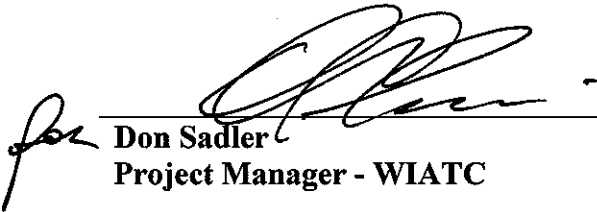
A companion financial report is included in the agenda .

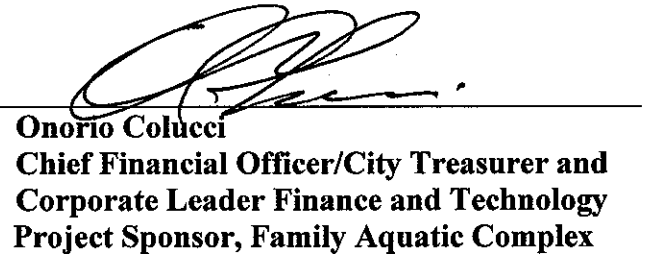
6. CONSULTATIONS:

Ellis Don/DeAngelis, Van Store Conveyors Inc.

7. CONCLUSION:

The WIATC project is near completion and the public is enjoying their new aquatic facility.


Don Sadler
Project Manager - WIATC


Onorio Colucci
Chief Financial Officer/City Treasurer and
Corporate Leader Finance and Technology
Project Sponsor, Family Aquatic Complex

APPENDICES:

DEPARTMENTS/OTHERS CONSULTED:
Name:
Phone #: 519 ext.

NOTIFICATION :				
Name	Address	Email Address	Telephone	FAX

THE CORPORATION OF THE CITY OF WINDSOR
Windsor International Aquatic and Training Centre Steering Committee



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Author's Name: Don Sadler	Report Date: April 15, 2014
Author's Phone: 519-255-6100 Extension: 1685	Date to Steering Committee: May 1, 2014
Author's E-mail: dsadler@city.windsor.on.ca	

To: Windsor International Aquatic and Training Centre Steering Committee

Subject: Facility Plaque

1. RECOMMENDATION: City Wide: _____ Ward(s): _____

THAT the Steering Committee of the Windsor International Aquatic and Training Centre (WIATC) APPROVE the suggested wording of the facility plaque as per schedule (1) attached; and

THAT the project manager be directed to have two plaques made from black granite 30" x 36" to be placed at both northeast and northwest entrances, at a budget cost of \$4,500 plus tax to be funded from project contingency.

EXECUTIVE SUMMARY:

N/A

2. BACKGROUND:

The WIATC will celebrate official opening on May 9, 2014.

3. DISCUSSION:

Large facilities that have Steering Committees and established project charter protocols have traditionally hung wall plaques to identify parties responsible for approvals, design, construction and funding.

4. RISK ANALYSIS:

N/A

5. FINANCIAL MATTERS:


There are sufficient funds within the contingency category of the overall project budget to fund production and installation of the wall plaques at a budget cost of \$4,500 plus tax.


6. CONSULTATIONS:

Manager Cultural Affairs

7. CONCLUSION:

The wall plaques will recognize the architects, general contractors, City staff and the approval bodies and funding partners for the Windsor International Aquatic and Training Centre.

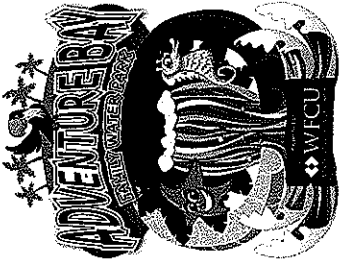

for Don Sadler
Project Manager - WIATC


Onorio Colucci
Chief Financial Officer/City Treasurer and
Corporate Leader Finance and Technology
Project Sponsor, Family Aquatic Complex

Appendix A - Plaque Text

DEPARTMENTS/OTHERS CONSULTED:
Name:
Phone #: 519 ext.

NOTIFICATION :				
Name	Address	Email Address	Telephone	FAX



This facility was made possible by the vision of the Mayor and City Councillors with funding from the City of Windsor and the Province of Ontario.

Cet établissement a été rendu possible grâce à la vision du maire et des conseillers municipaux, et à l'aide financière de la Ville de Windsor et de la province de l'Ontario.

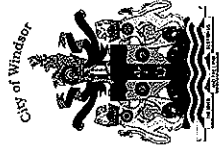
**MAYOR AND CITY COUNCIL
LE MAIRE ET LE CONSEIL MUNICIPAL**

Mayor/Maire Eddie Francis*

Councillors/Conseillers

- Drew Dilkens* Chair/Président
- Jo-Anne Gignac
- Alan Halberstadt
- Percy Harfield
- Ron Jones*
- Bill Marra
- Al Maigneigh
- Hilary Payne*
- Ed Stelman*
- Fulvio Valentini*

*Steering Committee/Comité organisateur



**DESIGN AND CONSTRUCTION
CONCEPTION ET CONSTRUCTION**

General Contractor/Entrepreneur général:
Ellis Don Corporation & DeAngelis Construction Inc. In Joint Venture

Architect/Architecte:
Hughes Condon Marler Architects

**PROJECT MANAGEMENT
GESTION DE PROJET**

Chief Administrative Officer/Directrice générale - Helga Reidel

Project Manager/Chef de projet - Don Sadler

Project Sponsor/Parrain de projet - Onorio Colucci

Executive Committee/Comité de direction:

- Shelby Askin-Hager
- Valerie Critchley
- John Miceli
- Mike Palanacki
- Mario Sonogo
- Harry Turnbull
- Jan Wilson

Dedicated May 9, 2014
Inauguré le 9 mai, 2014



THE CORPORATION OF THE CITY OF WINDSOR
Windsor International Aquatic and Training Centre Steering Committee



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Author's Name: Don Sadler	Report Date: April 15, 2014
Author's Phone: 519-255-6100 Extension: 1685	Date to Steering Committee: May 1, 2014
Author's E-mail: dsadler@city.windsor.on.ca	

To: Windsor International Aquatic and Training Centre Steering Committee

Subject: Art Works – West Wall

1. RECOMMENDATION: City Wide: _____ Ward(s): _____

To the Steering Committee for Information.

EXECUTIVE SUMMARY:

N/A

2. BACKGROUND:

At the steering committee meeting of February 21, 2014 a budget was established and approved for development and installation of art works on the west wall of the Windsor International Aquatic and Training Centre.

The project manager was requested to form a committee of staff with neighbourhood representation to explore what could be placed on the west wall of the centre to take advantage of the large space. The opportunity to place an art form that blends naturally with the neighbourhood was the prime request of the citizens group represented at the February 21, 2014 meeting.

3. DISCUSSION:

The project manager of the WIATC has discussed the project with Mrs. Cathy Masterson Manager of Cultural Affairs, Mr. John Miceli Executive Director of Park and Facilities, Mrs. Barb Macedonski representing the neighbourhood who will collectively form a working group to develop the art theme for Steering Committee approval and co-ordinate the installation. A fourth spot on the working group will be assigned to the manager of the WIATC upon selection.

Vic West the manufacturer of the exterior wall panel system has provided the specifications for the mounting system to attach the art forms that will be selected. The art forms will be constructed of lightweight metal which can provide a 3-D perspective but not place any stress on

the exterior wall system. Vic West has recommended they be consulted on the size and shape of the art forms and that they will assist with selection of a qualified installer to mount on their existing wall panels.

The working group will establish a suitable fee for the artist. The fee will not be more than 10% of the overall budget. The working group will put out a call for local artists, adjudicate and select the artist and art style. Once the art forms are selected the working committee will seek approval of art works from the WIATC Steering Committee, forward to counsel for approval and then arrange for fabrication and installation.

4. RISK ANALYSIS:

The risk of negatively affecting the exterior wall system will be mitigated by following the specifications for attachment and using a qualified installer, all recommended and approved by Vic West.

5. FINANCIAL MATTERS:

On February 21, 2014 the WIATC Steering Committee approved \$100,000 for the art works for the west wall.

The budget breakdown will be \$10,000 artist fees and \$90,000 for fabrication and installation.

6. CONSULTATIONS:

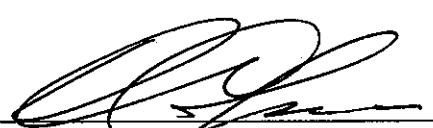
Manager Cultural Affairs, Executive Director Parks and Facilities, Executive Director Recreation and Culture, Vic West Manufacturer (Wall Systems)

7. CONCLUSION:

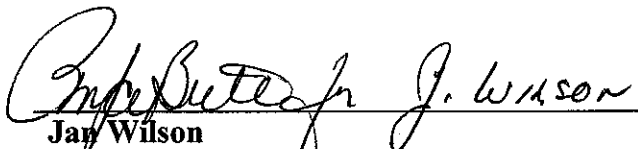
The development of art forms for the west wall of the WIATC with neighbourhood, staff and Steering Committee involvement led by a selected artist, reporting to the working committee will provide a long lasting enhancement to the neighbourhood in which the WIATC is situated.

for 


Don Sadler
Project Manager- WIATC



Onorio Colucci
Chief Financial Officer/City Treasurer and
Corporate Leader Finance and Technology
Project Sponsor, Family Aquatic Complex



Jan Wilson
Executive Director, Recreation and
Culture



Cathy Masterson
Manager of Cultural Affairs

John Miceli
John Miceli
Executive Director of Parks & Facilities

JW:hg

APPENDICES:

DEPARTMENTS/OTHERS CONSULTED:
Name:
Phone #: 519 ext.

NOTIFICATION :

Name	Address	Email Address	Telephone	FAX

**WINDSOR INTERNATIONAL AQUATIC & TRAINING CENTRE
EXECUTIVE COMMITTEE
Monday, February 10, 2014
400 City Hall Square, Room 405
9:00 a.m. – 10:00 a.m.**

Committee Attendees: Onorio Colucci – Chair, Shelby Askin-Hager, Valerie Critchley, Harry Turnbull, Jan Wilson

Committee Regrets: John Miceli, Mario Sonego

Additional Attendees: Don Sadler – Project Manager, Joe Baker, Scott Bisson, France Isabelle-Tunks, Jason Moore, Mary Rodgers, Dan Seguin

Recorder: Janay Brown

1. CALL TO ORDER

Onorio called the meeting to order at 9:00 a.m.

2. MINUTES

The minutes of January 27, 2014 were approved.

3. REGULAR BUSINESS

3.1 Project Manager Update

There was a brief discussion regarding the recommended changes to the water park floor. Several test surfaces are being considered as an improvement to the existing finish which currently meets industry standards, but could be improved. The new flooring would be applied over the existing floor, providing a more slip resistant surface to enhance the water park. This matter will be presented to the Steering Committee for consideration.

a) Contract for monthly warranty review

A proposal has been received from James Smith of JASEL, to provide a monthly review of all warranty items at a cost of approximately \$1,080/month for a period of 24 months during the 2 year warranty period. The total cost for this service is estimated to be \$25,920 plus HST. The company is already fully aware of the existing warranty items since they have done the commissioning on all of them. Another possible option is to also include an energy management review for an additional \$500/month. A Delegation of Authority report will be authorized by Don to seek approval on this proposal as this is considered an ongoing operating issue and not part of the capital project.

b) Extension of L.P. Meyer contract with revised rates

The extension of the L.P. Meyer contract will allow the continued review of the progress draws until all deficiencies are resolved. The estimated cost for this service is expected to be \$1,200 /month.

c) Schedule for flooring upgrades

The WIATC will close on February 23, 2014 at 7:00 pm and re-open on February 28th at 4 pm to implement the proposed flooring upgrades.

d) Reports for Steering Committee

The Committee reviewed the agenda and reports that are to be submitted for the upcoming Steering Committee meeting scheduled on Friday, February 21st which will include reports on the following: financial update, recommended enhancements/improvements for the facility, an operational report, and a report on deferred works and weather contingent deficiencies that are being addressed.

3.2 Financial Update (Surplus Summary as at December 31, 2013)

A summary outlining the current projected surplus amounts was distributed for review by the committee. At this time the summary accurately reflects the funding status, however, these figures may be impacted by several funding decisions that are still outstanding.

Additional street lighting on Pitt (from Bruce to Caron) is recommended. The lighting in this area does not meet current standards and therefore, alternative funding options outside the project budget will be investigated by France, who will report back to the committee with further information on this matter. These costs are not considered to be part of the project.

3.3 Communication Update

Jason Moore requested confirmation of the process to approve advertising expenditures. Invoices are to be forwarded to Jan Wilson who will approve expenses through her operating budget that fall within her approval limit.

The marketing plan will be re-evaluated on an ongoing basis and additional options will be considered if the plan needs to be enhanced to ensure a successful marketing campaign.

3.4 Issues List Update

No updates required to the Issues List.

4. OTHER BUSINESS

No additional matters to discuss.

5. ADJOURNMENT

Onorio adjourned the meeting at 10:05 a.m.

WIATC SURPLUS SUMMARY

Projected Line Variances

Site Servicing	160,000
FF&E	40,000
Legal	180,000
Other Consulting (site condition)	(50,000)
Project Management and Admin	5,000
Other Miscellaneous	120,000
Financing charges surplus	300,000
Projected Surplus Net Project Costs	755,000
Salary reduction variance	(15,000)
Reduce internal funding of VFD and Ceiling Lifts	(159,092)
Projected Surplus Net City Costs	580,909
Uncommitted Contingency	346,380
Uncommitted Project Costs	927,289

Potential Remaining Surplus (Expenditure)

Non-slip flooring	(20,000)
West exterior banner	(100,000)
East exterior video board	(250,000)
Additional sidewalk/street lighting	(80,000)
Chiller control panel	(52,210)
Raft conveyor	(300,000)
Seating area / platform (cost?)	(300,000)
Net Potential Remaining Expenditures	(1,102,210)

**WINDSOR INTERNATIONAL AQUATIC & TRAINING CENTRE
EXECUTIVE COMMITTEE
Tuesday, February 18, 2014
400 City Hall Square, Room 406
3:30 p.m. – 4:30 p.m.**

Committee Attendees: Onorio Colucci – Chair, Shelby Askin-Hager, Valerie Critchley, John Miceli,
Jan Wilson

Committee Regrets: Mario Sonogo, Harry Turnbull

Additional Attendees: Don Sadler – Project Manager, Joe Baker, France Isabelle-Tunks, Mary Rodgers,
Dan Seguin

Recorder: Janay Brown

1. CALL TO ORDER

Onorio called the meeting to order at 3:30 p.m.

2. MINUTES

The minutes of February 10, 2014 were approved.

3. REGULAR BUSINESS

3.1 Project Manager Update

Over the past weekend, there was an apparent issue with the air quality which resulted in several individuals seeking medical attention for breathing difficulty and eye irritation issues. The problem occurred on Monday, February 17th and Don confirmed that the cause is currently being investigated. The water park was closed on February 18th so air testing could be conducted, however, the results are still pending to confirm exactly what happened. The precise cause and solution will be conveyed to the committee, once a determination has been made.

a) Review Agenda Items for Steering Committee Meeting

The Steering Committee Meeting is scheduled for February 21st and will be held on the water park site. Plans for the proposed additional seating will be distributed at the meeting. The agenda will also include 4 reports consisting of the following:

1. Consideration of Potential Enhancements
2. Post-Opening Update
3. Financial Summary Update as of January 31, 2014
4. Process for Normal Remediation Required Currently or through the Warranty Period

3.2 Financial Update (Financial Summary as at January 31, 2014)

A Financial Summary report was distributed to the committee for review, however, it was noted there are no significant changes from the previous summary as at December 31, 2013.

3.3 Communication Update

Mary Rodgers confirmed that the marketing campaign will be launched the week of March 3rd and will include radio, television, billboards and social media. Commercial and photo shoots have already been completed. US marketing options are being reviewed, specifically billboard advertising. Mary will advise the cost figures once she obtains the US advertising estimates. A media release regarding the water park closure next week for the flooring upgrade, is being developed.

The Grand Opening is tentatively planned to begin on the weekend of March 28th. A committee has been formed to oversee the planning of this event and an initial meeting has taken place.

In order to ensure a successful marketing campaign, the plan will be re-evaluated on an ongoing basis to determine if any adjustments are required.

3.4 Issues List Update

No updates required to the Issues List.

4. OTHER BUSINESS

No additional matters to discuss.

5. ADJOURNMENT

Onorio adjourned the meeting at 3:50 p.m.

FAMILY AQUATIC COMPLEX - FINANCIAL SUMMARY REPORT

As at January 31, 2014

Description	Budget \$	Current Revenue/ Expenditures		Estimated Future Revenue/ Expenditures		Total Estimated Project Revenue/ Expenditures	Variance Surplus / (Deficit)
		\$	\$	\$	\$		
EXPENSES							
Construction:							
Design Build Fixed Price Contract	\$ 69,372,300	\$ 59,228,665	\$ 7,143,635	\$ 66,372,300	\$ -	\$ 150,000	\$ -
Site Servicing	1,200,000	996,512	53,488	1,050,001	150,000	-	40,000
Myrtha Pool Deposit	150,000	150,000	-	150,000	-	-	-
Furniture Fixtures and Equipment	3,300,000	2,589,149	690,851	3,280,000	-	-	190,000
Subtotal Construction	\$ 71,022,300	\$ 62,944,325	\$ 7,887,975	\$ 70,832,301	\$ -	\$ 190,000	\$ -
External Professional:							
Legal Consulting	\$ 400,000	\$ 217,170	\$ 2,830	\$ 220,000	\$ 180,000	\$ -	\$ 180,000
Engineering Consulting	560,000	522,624	70,893	593,517	(33,517)	(50,000)	(33,517)
Other Consulting	100,000	145,051	4,948	150,000	(50,000)	(50,000)	(50,000)
Subtotal External Professional	\$ 1,060,000	\$ 884,845	\$ 78,672	\$ 963,517	\$ -	\$ 96,483	\$ -
Miscellaneous:							
Project Management & Administration	\$ 440,000	\$ 411,280	\$ 23,710	\$ 435,000	\$ 5,000	\$ 5,000	\$ 5,000
Interim Financing Costs	2,000,000	903,117	786,883	1,700,000	300,000	300,000	300,000
Other Miscellaneous	200,000	47,328	32,672	80,000	120,000	120,000	120,000
Variable Frequency Drive Upgrade	-	140,222	0	140,223	(140,223)	(140,223)	(140,223)
Ceiling Lifts	-	18,869	0	18,869	(18,869)	(18,869)	(18,869)
Project Contingency	2,900,000	1,525,574	1,095,218	2,620,792	279,208	279,208	279,208
Subtotal Miscellaneous	\$ 5,540,000	\$ 3,046,401	\$ 1,945,482	\$ 4,994,884	\$ 545,117	\$ 545,117	\$ -
TOTAL GROSS PROJECT COSTS PRIOR TO RECOVERIES	\$ 77,622,300	\$ 66,875,571	\$ 9,915,129	\$ 76,790,701	\$ 831,589	\$ 831,589	\$ -
LESS PROJECT RECOVERIES							
Council approved recovery of VFD and Ceiling lifts	\$ -	\$ 159,091	\$ 0	\$ 159,092	\$ 159,092	\$ 159,092	\$ 159,092
Provincial Grant	15,000,000	13,500,000	1,500,000	15,000,000	-	-	-
TOTAL PROJECT RECOVERIES	\$ 15,000,000	\$ 13,659,091	\$ 1,500,000	\$ 15,159,092	\$ -	\$ 159,092	\$ -
NET PROJECT COSTS (Prior to Corporate Recoveries)	\$ 62,622,300	\$ 53,216,480	\$ 8,415,129	\$ 61,631,609	\$ 990,681	\$ 990,681	\$ -
Less: Corporate Recoveries							
Council approved recovery of VFD and Ceiling lifts	\$ -	\$ (159,091)	\$ (0)	\$ (159,092)	\$ (159,092)	\$ (159,092)	\$ (159,092)
Building Permit Fees	250,000	224,309	25,691	224,309	(25,691)	(25,691)	(25,691)
Hearing Permit Fees	130,000	-	-	-	130,000	130,000	130,000
Reduction in Salary Costs in Other Corporate Areas	140,000	112,131	12,869	125,000	(15,000)	(15,000)	(15,000)
NET CITY COSTS	\$ 62,102,300	\$ 53,039,131	\$ 8,376,570	\$ 61,441,392	\$ 660,908	\$ 660,908	\$ -

* assumes all contingency will be spent

FAMILY AQUATIC COMPLEX - FINANCIAL SUMMARY REPORT

As at January 31, 2014

	Spent	Remaining Approved	Total
Project Contingency Budget			\$2,900,000
<i>Variances to Offset</i>			
Contaminated Soil Testing and Removal (charged to consulting)	\$99,107	\$893	\$100,000
US Exchange on RAMaker Invoice (charged to Consulting)	\$23,517	\$0	\$23,517
Hoarding Offset (shown under corporate recoveries)	\$130,000	\$0	\$130,000
Building Permit Fee Offset (shown under corporate recoveries)	\$25,691	\$0	\$25,691
Total Variances to Offset	\$278,315	\$893	\$279,208
<i>Approved Change Orders/Additional Expenses</i>			
Change Order #2 - Facade Upgrade	\$0	\$500,000	\$500,000
Change Order #3 - Upgrade to the Roof (transferred to solar proj)	\$0	\$0	\$0
Change Order #6 - Upgrade of Air Compressor - Dry Play Area	\$20,356	\$0	\$20,356
Change order #7 - Additional Scoreboard	\$99,887	\$0	\$99,887
Change Order #9 - Charging Station	\$8,678	\$0	\$8,678
Commissioning (Jeasel Engineering)	\$125,000	\$23,900	\$148,900
Maintenance Manuals (Jeasel Engineering)	\$0.00	\$35,000	\$35,000
Fire Safety Plan (Archon)	\$16,656	(\$0)	\$16,656
Banner Brackets - CO#13	\$68,720	(\$0)	\$68,720
Hand rails and Anchors for lazy river - CO#12	\$659	\$34,038	\$34,698
Iconic Structure in the Waterpark	\$130,000	\$0	\$130,000
Manual to a Motorized Bulkhead - CO# 16	\$50,513	\$0	\$50,513
Vinyl Cladding on Stairs - CO#27	\$12,939	\$0	\$12,939
Extension of Conduit for Fiber Optic - CO#24	\$3,688	\$0	\$3,688
Bollard Fencing and Wavepool Stair - CO#28	\$12,871	\$0	\$12,871
Decorative exterior lighting on west wall - CO#23	\$12,648	\$0	\$12,648
Rough-in turnstiles and gates - CO#25	\$8,480	\$0	\$8,480
New Communications Room 109A - CO#26	\$15,761	\$0	\$15,761
Starting block anchors - CO#33	\$2,543	\$0	\$2,543
Wiring for security - CO#19	\$98,965	\$0	\$98,965
Door Changes - CO#14	\$59,718	\$0	\$59,718
Atrium - Lobby Improvements - CO# pending	\$102,762	(\$0)	\$102,762
LED Sign Support - CO#17	\$8,304	\$0	\$8,304
CO2 Supply pipe - Farhal PO	\$0	\$12,112	\$12,112
North Exterior Banner Support - CO pending	\$21,496	\$0	\$21,496
Scoreboard relocation - CO#35	\$13,060	\$0	\$13,060
Portable scorer platform - PO Penn Elcom	\$9,842	\$0	\$9,842
Change Order TBD - Ceiling over reception desk	\$9,725	\$0	\$9,725
Change Order TBD - Natatorium change room door upgrade	\$6,364	\$0	\$6,364
Natatorium finishes upgrade	\$508,842	\$91,158	\$600,000
Farhal CO2 Manifold	\$0	\$4,400	\$4,400
Concrete Pad for CO2	\$7,158	(\$0)	\$7,158
CO2 Monitor	\$0	\$4,741	\$4,741
Digital Flow Meters	\$0	\$19,223	\$19,223
Temporary strainers	\$7,367	\$0	\$7,367
30amp power to Co2 tank	\$5,156	\$0	\$5,156
120V power to Flow Meters	\$10,184	(\$0)	\$10,184
Stair risers	\$3,218	(\$0)	\$3,218
Chlorine tank venting	\$3,680	\$0	\$3,680
Temporary strainers and pressure relief valves	\$8,123	\$0	\$8,123
HVAC, electric in Pro Shop	\$0	\$3,440	\$3,440
Friction Electric Drives for Spectator Bleachers	\$0	\$25,866	\$25,866
Expansion of the Dry Play Parent/Guardian Waiting Area	\$0	\$0	\$0
Communication Antenna	\$0	\$33,678	\$33,678
Heating and Cooling control panel	\$52,210	\$0	\$52,210
Total Approved Change Orders/Additional Expenses	\$1,525,574	\$787,354	\$2,312,928
Total Costs Incurred and Encumbered to date			\$2,592,138
Remaining Contingency Balance			\$387,864
Approved by Executive Committee (max \$1 million)			989,137
Approved by Steering Committee			1,602,999

**FAMILY AQUATIC COMPLEX - FINANCIAL SUMMARY REPORT
WIATC SURPLUS SUMMARY**

As at January 31, 2014

Projected Line Variances	
Site Servicing	150,000
FF&E	40,000
Legal	180,000
Other Consulting (site condition)	(50,000)
Project Management and Admin	5,000
Other Miscellaneous	120,000
Engineering Consulting	90,000
Financing charges surplus	300,000
Projected Surplus Net Project Costs	835,000
Salary reduction variance	(15,000)
Reduce internal funding of VFD and Ceiling Lifts	(159,092)
Projected Surplus Net City Costs	660,909
Uncommitted Contingency	307,864
Projected Surplus prior to any further enhancements	968,773

2/18/2014

Issues List as at February 18, 2014

Active or Closed	Issues / Tasks	Lead Assigned	Target Date for Completion	Actual Completion Date	Resolution / Comments
1	Video Screen (outside)	Don	Spring 2014		Resolution / Comments estimated cost \$250K. Steering Committee approved for tender on Nov. 15 with subject to approval based on funding availability
2	Banner System for Exterior West Wall Proposal required for review of the Warranty List	Don & John	Prior to Grand Opening		Estimated cost \$100K. Steering Committee approved for tender on Nov. 15 with subject to approval based on funding availability Warranty List will need to be reviewed in Dec 2014.
3		Don	December 2014		

**WINDSOR INTERNATIONAL AQUATIC & TRAINING CENTRE
EXECUTIVE COMMITTEE
Monday, March 3, 2014
400 City Hall Square, Room 406
2:00 p.m. – 3:00 p.m.**

Committee Attendees: Onorio Colucci – Chair, John Miceli, Harry Turnbull

Committee Regrets: Shelby Askin-Hager, Valerie Critchley, Mario Sonego, Jan Wilson

Additional Attendees: Don Sadler – Project Manager, Joe Baker, Dan Seguin

Recorder: Janay Brown

1. CALL TO ORDER

Quorum was not met for this meeting, therefore, a formal meeting was not held, but rather a general update only.

2. MINUTES

Quorum was not met and therefore the approval of minutes for February 18, 2014 was deferred to the next scheduled meeting.

3. GENERAL UPDATE

Don will be consulting Purchasing regarding the possibility of obtaining 2 concession carts from the casino. This is being considered as a possible alternative to the construction of a concession area. The casino originally paid \$20,000 each for the carts and they are currently being offered to the City at a cost of \$4,500 each. Don will update the committee once more information is obtained on this matter.

Payment was issued on March 3rd to the supplier of the new conveyor so that production can be initiated. Also, the fitness area is progressing and is expected to be completed shortly.

A suggestion was made to install signs advising patrons that a new conveyor for the rafts will be coming soon.

The application for the holdback was made (\$1.5M left from OMAFRA). In addition, Don is coordinating with Purchasing for the holdback which is due about March 11th and will be approximately \$5.8M.

Meeting adjourned at 3:10 pm

**WINDSOR INTERNATIONAL AQUATIC & TRAINING CENTRE
EXECUTIVE COMMITTEE**

**Monday, March 10, 2014
400 City Hall Square, Room 406
9:00 a.m. – 10:00 a.m.**

Committee Attendees: Onorio Colucci – Chair, Shelby Askin-Hager, Valerie Critchley, John Miceli,
Mario Sonogo, Harry Turnbull, Jan Wilson

Committee Regrets:

Additional Attendees: Don Sadler – Project Manager, Mary Rodgers

Recorder: Janay Brown

1. CALL TO ORDER

Onorio called the meeting to order at 9:10 a.m.

2. MINUTES

The minutes from February 18, 2014 were approved as presented and the notes from March 3, 2014 meeting were received for information.

3. REGULAR BUSINESS

3.1 Project Manager Update

a) Grand Opening

Jan Wilson confirmed that the Grand Opening date has not been finalized and may possibly be held sometime in April.

b) Wall Plaque

An initial wall plaque design was submitted, however, revisions are required. A decision must also be made regarding the material to be utilized. Options outlining the use of granite versus bronze, will be presented to the Steering Committee for consideration.

c) Exterior Signage

Jan advised that WFCU forwarded 3 options with varying price points, for signage on the Adventure Bay side of the facility. Only 1 option has a cost that falls within the remaining funds available for signage, however, all options will be presented to the Steering Committee for consideration.

Don also noted that a ground sign is a good option as well.

3.2 Financial Update

No significant change since the Financial Update report was presented at the last Steering Committee meeting, on February 21st. Approximately a \$1million surplus is currently projected. Council approved the following expenditures:

- \$360,000 for extra seating
- \$340,000 for the raft conveyer
- A \$100,000 placeholder for an architectural feature on the west exterior wall.

3.3 Communication Update

Jan advised they have been asked to do a high level comprehensive 3 year marketing plan to present to Helga and the Mayor. This will be initiated this week.

3.4 Issues List Update

No updates required to the Issues List.

4. OTHER BUSINESS

Harry advised that a meeting/walk-through was held on site to review security and any potential IT changes required. They are currently compiling all that information, and likely, there will be some additions to the deficiency list.

Also the possible inclusion of a membership desk is being considered. Currently, members must wait in long ticket lines during peak hours to gain access to the facility. A membership desk would help to address this issue.

It was also noted that additional staff will most likely be required to operate the facility during peak times.

5. ADJOURNMENT

Onorio adjourned the meeting at 9:40 a.m.

Issues List as at March 10, 2014

Active or Closed	Issues / Tasks	Lead Assigned	Target Date for Completion	Actual Completion Date	Resolution / Comments
1	Video Screen (outside)	Don	Spring 2014		Resolution / Comments estimated cost \$250K; Steering Committee approved for tender on Nov. 15 with subject to approval based on funding availability
2	Banner System for Exterior West Wall	Don & John	Prior to Grand Opening		Resolution / Comments Estimated cost \$100K; Steering Committee approved for tender on Nov. 15 with subject to approval based on funding availability
3	Proposal required for review of the Warranty List	Don	December 2014		Resolution / Comments Warranty List will need to be reviewed in Dec 2014.

**WINDSOR INTERNATIONAL AQUATIC & TRAINING CENTRE
EXECUTIVE COMMITTEE
Monday, March 31, 2014
400 City Hall Square, Room 405
9:00 a.m. – 10:00 a.m.**

Committee Attendees: Shelby Askin-Hager, Mario Sonego, Harry Turnbull, Jan Wilson

Committee Regrets: Onorio Colucci, Valerie Critchley, John Miceli

Additional Attendees: Don Sadler – Project Manager, Joe Baker, France Isabelle-Tunks, Dan Seguin,
Mary Rodgers

Recorder: Janay Brown

1. CALL TO ORDER

Mario Sonego chaired the meeting in Onorio's absence and called the meeting to order at 9:10 a.m.

2. MINUTES

The minutes of March 10, 2014 were approved as presented.

3. REGULAR BUSINESS

3.1 Project Manager Update

a) Update on Fitness Area Construction

Work on the fitness area is progressing well. Scheduling of the equipment installation is being coordinated with the supplier. It is important for installation to be done by the supplier in order to avoid compromising the warranty for the equipment. There was a minor leak that occurred in the pipes above the fitness area. It appears it was caused by an impact, but the source of the impact is not known. Damage and repair cost was minimal. Measures have been taken to rectify the problem and ensure this will not be an issue going forward. The fitness area opening is being targeted for sometime between mid April and the end of the month.

Also, measures are being taken to expedite the installation of the raft conveyor. Construction has been initiated that will allow the conveyor to just be set into place once it is delivered. It is estimated to take a couple of months to complete the conveyor installation work and the expanded seating is expected to be completed around the same time.

In order to prevent shut-downs during construction, the majority of work will be completed after hours.

b) Schedule for Site Works Completion

There is still a significant amount of ground frost which impacts the ability to complete required paving around the facility. Don will organize having lines painted on west lot. Weather permitting, the back lot will be completed as well as the concrete work on the east side of the building.

The District Energy work is complete.

ACTION: Shelby to draft a report to confirm the District Energy work is complete.

c) **Grand Opening**

To be determined.

d) **Steering Committee Agenda meeting to be announced with following 3 reports**

The next Steering Committee Meeting date will be determined shortly. The following reports will be drafted by Don Sadler and submitted for the next Steering Committee agenda:

1. **Report 1 - Outside Signage**

The report will outline the 3 options for the exterior sign:

- i. Flat Sign – basically logo with lighting - \$81,000 approximately
- ii. Level 1 -3 Dimensional Design - \$230,000
- iii. Level 2 – 3 Dimensional Design - \$282,000

2. **Report 2 - Wall Plaque**

The report will outline options and price comparisons for wall plaque designs.

3. **Treatment of Exterior West Wall**

Report will confirm the members of the established committee for art forms on the west wall. The committee will be responsible to determine the art forms. City representatives being considered for the committee include Mary Rodgers, Cathy Masterson and John Miceli. Don will initiate the 1st meeting at which time a committee chair will be selected

e) **General Update**

There is an agreement with WFCU for naming rights and signage which needs to be finalized. The sign-off agreement has been with them since November and we are waiting to finalize the agreement.

Further to the walk-through Harry did a few weeks ago, we are waiting for a quote itemizing all the features to be added in the facility. No significant budget/cost changes are expected.

Don confirmed that a number of deficiency list items have been completed and work on this is continuing.

3.2 Financial Update (Summary Report Distributed – as at February 28, 2014)

Dan reviewed the financial summary report advising there were no significant changes in February.

3.3 Communication Update

Work continues on the Marketing Plan which is tentatively scheduled to be presented to Helga on April 18th.

3.4 Issues List Update

Required updates made to the Issues List.

4. OTHER BUSINESS

Windsor Utilities is doing watermain work on Janette and Pitt. The swim event schedule has been provided to them so they can coordinate the construction schedule appropriately. The goal is to have all work complete prior to the summer games.

Also, the Ministry of Labour investigated the air handling issue that occurred on Family Day and determined it was a workplace illness rather than an injury, most likely related to a pre-existing condition with that employee. Additionally, they noted that there is a gap in the information in these types of facilities and they requested to use our facility to gather this information and would like to return in the summer to establish some benchmarks.

5. ADJOURNMENT

Mario adjourned the meeting at 9:45 p.m.

Issues List as at March 31, 2014

Active or Closed	Issues / Tasks	Lead Assigned	Target Date for Completion	Actual Completion Date	Resolution / Comments
1 A	Video Screen (outside)	Dan	not applicable to be determined by set committee		estimated cost \$250K; on hold for future
2 A	Treatment of Exterior West Wall	Don & John			Estimated cost \$100K; new committee to be formed for this initiative

Description	Budget \$	Estimated Future		Total Estimated	Variance
		Current Revenue/ Expenditures	Revenue/ Expenditures		
EXPENSES					
Construction:					
Design Build Fixed Price Contract	\$ 66,372,300	\$ 59,659,662	\$ 6,712,638	\$ 66,372,300	\$ -
Site Servicing	1,200,000	1,032,751	17,250	1,050,001	150,000
Myrtha Pool Deposit	150,000	150,000	-	150,000	-
Furniture Fixtures and Equipment	3,300,000	2,886,251	373,749	3,260,000	40,000
Subtotal Construction	\$ 71,022,300	\$ 63,728,664	\$ 7,103,637	\$ 70,832,301	\$ 190,000
External Professional					
Legal Consulting	\$ 400,000	217,170	2,830	220,000	180,000
Engineering Consulting	560,000	537,174	56,343	593,517	(33,517)
Other Consulting	100,000	145,051	4,948	150,000	(50,000)
Subtotal External Professional	\$ 1,060,000	\$ 899,395	\$ 64,122	\$ 963,517	\$ 96,483
Miscellaneous:					
Project Management & Administration	\$ 440,000	424,521	10,479	435,000	5,000
Interim Financing Costs	2,000,000	934,138	765,862	1,700,000	300,000
Other Miscellaneous	200,000	47,328	32,672	80,000	120,000
Variable Frequency Drive Upgrade	-	140,222	0	140,223	(140,223)
Ceiling Lifts	-	18,869	0	18,869	(18,869)
Conveyor	-	-	340,000	340,000	(340,000)
Additional seating	-	-	360,000	360,000	(360,000)
Project Contingency	2,900,000	1,564,997	1,055,795	2,620,792	279,208
Subtotal Miscellaneous	\$ 5,540,000	\$ 3,130,075	\$ 2,564,909	\$ 5,694,884	\$ (154,884)
TOTAL GROSS PROJECT COSTS PRIOR TO RECOVERIES	\$ 77,622,300	\$ 67,758,134	\$ 9,732,567	\$ 77,490,701	\$ 131,599
LESS PROJECT RECOVERIES					
Council approved recovery of VFD and Ceiling lifts	\$ -	159,091	0	159,092	159,092
Provincial Grant	15,000,000	13,500,000	1,500,000	15,000,000	-
TOTAL PROJECT RECOVERIES	\$ 15,000,000	\$ 13,659,091	\$ 1,500,000	\$ 15,159,092	\$ 159,092
NET PROJECT COSTS (Prior to Corporate Recoveries)	\$ 62,622,300	\$ 54,099,042	\$ 8,232,567	\$ 62,331,609	\$ 290,691
Less: Corporate Recoveries					
Council approved recovery of VFD and Ceiling lifts	\$ -	(159,091)	(0)	(159,092)	(159,092)
Building Permit Fees	250,000	224,309	25,691	224,309	(25,691)
Hoarding Permit Fees	130,000	\$ -	\$ -	\$ -	(130,000)
Reduction in Salary Costs in Other Corporate Areas	140,000	115,816	9,184	125,000	(15,000)
NET CITY COSTS	\$ 62,102,300	\$ 53,918,009	\$ 8,197,692	\$ 62,141,392	\$ (39,092)

* assumes all contingency will be spent



**WINDSOR INTERNATIONAL AQUATIC & TRAINING CENTRE
EXECUTIVE COMMITTEE**

**Wednesday, April 9, 2014
400 City Hall Square, Room 204
11:00 a.m. – 12:00 p.m.**

Committee Attendees: Onorio Colucci - Chair, Shelby Askin-Hager, Mario Sonego, Jan Wilson

Committee Regrets: Valerie Critchley, John Miceli, Harry Turnbull

Additional Attendees: Don Sadler – Project Manager, France Isabelle-Tunks, Dan Seguin,

Recorder: Janay Brown

1. CALL TO ORDER

Onorio called the meeting to order at 9:10 a.m.

2. MINUTES

The minutes of March 31, 2014 were approved as presented.

3. REGULAR BUSINESS

3.1 Project Manager Update

a) General Update

The remaining outside work is close to completion. Parking lines will be painted on the west parking lot on April 10th and 11th. Sidewalk work on Church St. is being completed. A small curb in back of property is to be finished followed by installing of the pay and display units. Easter week, Coco Paving is scheduled to grade the rear of the complex and pour the asphalt. It is anticipated that all the outstanding exterior work will be completed within a month.

Sign-off on the roof/ membrane has been received. The supplier, Carlisle, has issued a 15 year full warranty which includes labour and material. In addition, the installer, Rauth Roofing, has given a 5 year warranty on labour and materials. At this point, Sergio Grando can initiate the photovoltaic roofing with his contractor. They are conferring with Carlisle to avoid any impact on the warranty.

The deficiencies are continuing to be completed. All lights are now working on building management system which will help reduce energy consumption. A few remaining card access issues are being resolved.

Confirmation was given that all memberships are being checked as visitors enter the complex to ensure there is no misuse of memberships cards.

The concession temperature has varied and it was noted that during spring transition period the exhaust fan must be turned on first thing each day in order to regulated the temperature. This task will be assigned to the appropriate staff person.

The conveyor design is almost complete and ready for production. The platform design is complete and installation is expected to take 1 week. Cost for this upgrade is projected to be within budget.

Expanded seating should be completed by May 24th. The platform design is ready for approval by the structural engineer.

The committee for the West Wall treatment is scheduled to have a kick-off meeting next week.

All work is expected to be complete by mid-June with the exception of the West Wall Treatment.

3.2 Financial Update

No changes to report, Dan is drafting March figures and will bring them forward once finalized.

3.3 Communication Update

Work continues on the Marketing Plan – final draft is due to Helga on April 18th.

3.4 Issues List Update

No updates were made to the Issues List.

4. OTHER BUSINESS

Steering Committee meeting to be scheduled for April 17th or week of April 28th. Agenda to include the following reports:

1. Signage Report
2. Wall Plaque
3. General Update

5. ADJOURNMENT

Mario adjourned the meeting at 9:45a.m.

Issues List as at March 31, 2014

Active or Closed	Issues / Tasks	Lead Assigned	Target Date for Completion	Actual Completion Date	Resolution / Comments
1 A	Video Screen (outside)	Don	not applicable		Resolution / Comments estimated cost \$250K on hold for future
2 A	Treatment of Exterior West Wall	Don & John	to be determined by set committee		Estimated cost \$100K new committee to be formed for this initiative