

AGENDA
Of the
Family Aquatics Centre Steering Committee
Tuesday, September 4, 2012
Town of Walkerville Meeting Room, City Hall
3:00 o'clock p.m.

1. **CALL TO ORDER**

2. **ADOPTION OF THE MINUTES**

Adoption of the minutes of the meeting held on July 19, 2012-(previously distributed)

3. **DECLARATIONS OF CONFLICT**

4. **BUSINESS ITEMS**

4.1 **Assignment of Works for Special Systems**

The report of the Project Manager dated August 24, 2012 entitled "Assignment of Works for Special Systems Including Security, Information Technology/Telecommunications, and Audio Visual - Family Aquatic Complex (FAC) to Ellis Don/DeAngelis Joint Venture - *attached*

4.2 **Accessibility Features and Application for a Human Resources and Skills Development Canada (HRSD) Accessibility Grant for FAC**

The report of the Project Manager dated August 27, 2012 entitled "Accessibility Features and Application for a Human Resources and Skills Development HRSD) Accessibility Grant for FAC -

4.3 **Financial Summary Update -July 31, 2012**

The report of the Financial Planning Administrator dated August 27, 2012-*attached*.

4.4 **FAC Update- August 2012**

The report of the Project Manager dated August 17, 2012 -

5. **Family Aquatic Complex Executive Committee Minutes**

Minutes of the Family Aquatic Complex Executive Committee - *attached for information*

Meeting dates -January 9, 2012, January 25, 2012, February 5, 2012, February 13, 2012, February 27, 2012, March 19, 2012, March 26, 2012, April 2, 2012, April 23, 2012, April 30, 2012, May 7, 2012, May 14, 2012, May 28, 2012, June 14, 2012, June 25, 2012, July 16, 2012, July 9, 2012, August 7, 2012, August 13, 2012.

6. OTHER BUSINESS

7. ADJOURNMENT

**THE CORPORATION OF THE CITY OF WINDSOR
OFFICE OF THE CITY ENGINEER- Engineering**

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: August 24, 2012 PW#3404/1s
Author's Name: Don Sadler	Date to Committee: September 4, 2012
Author's Phone: (519) 791-3312	Classification #:
Author's E-mail: dsadler.@fi!y.windsor.on.ca	

To: Steering Committee Family Aquatic Complex

Subject: Assignment of Works for Special Systems Including Security, Information Technology, Telecommunications, Audio Visual - Family Aquatic Complex (FAC) to Ellis Don/DeAngelis Joint Venture

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

THAT the Steering Committee of the Family Aquatic Complex (FAC) APPROVE the assignment by change order of the works for special systems including security, information technology (telecommunications) and audio visual to Ellis Don/DeAngelis Joint Venture for coordination and management at a total contract price of \$1,335,084.35 including management fee and bonding to be charged to the existing Furniture Fixture and Equipment budget account 007 5410 2884 02942 7111005.

And DIRECT the Project Sponsor and Project Manager of the FAC project to sign a change order for the special systems works.

EXECUTIVE SUMMARY: N/A

2. BACKGROUND:

As part of the overall FAC budget approved by CR302/2011 was the category of Furniture Fixtures and Equipment which included special services of security, information technology (telecommunications) and audio visual.

The Executive Committee of the FAC approved the contracting of Chorley and Bisset Consulting Engineers as our consultant to work with the City of Windsor Information Technology and Recreation and Culture Departments in developing specifications and drawings for the FAC to meet our special services needs.

On March 19, 2012 City Council adopted resolution M159-2012 which approved the Project Charter for the Family Aquatic Complex. The Project Charter gives authority to the Project Sponsor and Project Manager to sign change orders for the Family Aquatic Complex.

3. DISCUSSION:

On August 3, 2012, a tender for special systems within the Family Aquatic Complex was publically advertised with a closing date of August 22, 2012. The tender was posted locally with the Windsor Construction Association.

The recommendation dated August 23, 2012 to award the contract to Midsouth Contractors by Robert Gordon of Chorley & Bisset Ltd., our consulting engineer is attached as Schedule A.

4. RISK ANALYSIS:

Security and communications within a large facility like the FAC is required to protect the capital asset and ensure the safety of our patrons.

5. FINANCIAL MATTERS:

Total budget for FF&E is \$3,300,000. The budget for this particular component including City of Windsor equipment purchases of \$250,000 and consulting costs of \$60,600 is \$1,800,000. The remaining \$1,500,000 is earmarked for furniture, concessions and programming equipment. The award of tender for special services and assignment of works to Ellis Don/DeAngelis, plus the City of Windsor equipment purchases and the consulting costs total \$1,645,684.35. The remaining budget of \$154,315.65 will be re-allocated to fund furniture, concessions and programming equipment.

6. CONSULTATIONS:

Information Technology, City of Windsor
Recreation & Culture, City of Windsor
Chorley and Bisset Consulting Engineers
Smith and Anderson Engineering
Ellis Don/DeAngelis Joint Venture

7. CONCLUSION:

The award of tender for Special Services will ensure our state of the art aquatic complex has the required telecommunications, security and audio visual systems within the building.

DoifSADL n _____
Project Manager FAC

O _____
**Chief Financial Officer/City Treasurer and
Corporate Leader Finance and Technology
and Project Sponsor FAC**

HARRY TURNBULL
**Executive Director of Information
Technology**

DS/lS

NOTIFICATION :			
Name	Address	Email Address	Telephone

Schedule A

Chorley+ Bisset

CONSULTING ENGINEERS

23 August 2012

File No. 6800.1

Ellis Don/DeAngelis Joint Venture

Attention: Max DeAngelis

Re.: Windsor Aquatic Complex -Tender Package No. 7 - Special Systems

Dear **Max**:

Please see attached quotations for Tender Package No. 7 - Special Systems. Prices were received from Midsouth Contractors and Vollmer Inc.

Bid Summary

CONTRACTOR	Bid Price	Separate Price #1	Itemized Price #1
Midsouth Contractors	\$1,239,120	\$19,700	\$40,000
Vollmer Inc.	\$1,246,400	\$20,685	\$43,200

We recommend that the project be awarded to Midsouth Contractors Ltd for the amount of \$1,258,820 plus HST including separate price #1.

If you have any questions don't hesitate to contact me.

Yours truly,

CHORLEY & BISSET LTD.

Per:

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Robert, D. Gordon, P.Eng., LEED AP

RDG:pad

6800-1-LETO01 Bid 5/2012

CHORLEY & BISSET LTD.
39 YORK ST. SUITE 213
TORONTO, ON. CAN. PA. N1S 3T4

P. 519-679-660
519-679-715

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**THE CORPORATION OF THE CITY OF WINDSOR
OFFICE OF THE CITY ENGINEER- Parks Facilities**



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"

Author's Name: Don Sadler	Report Date: August 27, 2012
Author's Phone: 519 791-3312	Date to Steering Committee: September 4, 2012
Author's E-mail: dsadler@city.windsor.on.ca	

To: Steering Committee - Family Aquatic Complex (FAC)

Subject: Accessibility Features and Application for a Human Resources and Skills Development Canada (HRSD) Accessibility Grant for FAC

1. RECOMMENDATION: City Wide: ___ Ward(s): _

THAT the Steering Committee of the Family Aquatic Complex (FAC) **RECOMMENDS THAT COUNCIL AUTHORIZE** the Executive Director of Recreation and Culture to make application to Human Resources and Skills Development Canada (HRSD) for a Small Projects enabling accessibility grant;

AND that Council **AUTHORIZE** the CAO and City Clerk to sign the application and grant contract upon approval of HRSD.

EXECUTIVE SUMMARY: N/A

2. BACKGROUND:

Human Resources and Skills Development Canada announced on August 21, 2012 calls for proposals for a Small Project enabling accessibility grant with a closing date of October 5, 2012.

The Steering Committee at their meeting of July 19th 2012 requested the FAC team to review the suggested accessibility approaches presented by Madonna and Connie Strange to the Windsor Accessibility Advisory Committee July meeting.

"Moved by councillor Sleiman, seconded by Councillor Jones,

*That the Project Manager **BE REQUESTED** to investigate the cost of a lift and structural reinforcement for the lift for the family accessible change rooms and to report back".*

3. DISCUSSION:

Upon review of eligible projects, the FAC team suggests the application be for upgrades to the tile flooring of the FAC to allow the legally blind, who can distinguish shades of colour, directional markings which lead them through the lobby, to change rooms and out to the pools.

An application will be made to the City of Windsor Accessibility Advisory Committee by the FAC Project Manager and the Executive Director of Recreation and Culture for funding support to purchase the following equipment to allow for greater participation for disabled patrons:

- 2 - Ceiling lifts
- 2 - Powered adult change tables
- 6 - Aqua bikes
- 4 - Aqua treadmills
- 8 - Aqua wheelchairs
- 8 - Floatation aids
- 12 - Specialized life jackets

4. RISK ANALYSIS:

Safe access and egress by all of patrons using the FAC is a very desirable goal and requirement.

5. FINANCIAL MATTERS:

The grant for a Small Project enabling accessibility is for \$50,000 which, after discussion with the FAC design team and the tile contractor, will be enough funding to design and place the specialized markings in the tile floor of the FAC.

The estimated costs of the equipment requested to be purchased by the City of Windsor Accessibility Advisory Committee is \$60,000.

6. CONSULTATIONS:

Recreation Staff - City of Windsor
Gayle Jones - Diversity and Accessibility Officer
John McGivney Centre Staff

7. CONCLUSION:

Additional accessibility features will enhance the experience for all patrons of the Family Aquatic Centre.

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Project Manager, Family Aquatic Centre

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, - Chief Financial Officer/City Treasurer and
Corporate Leader Finance and Technology
Project Sponsor, Family Aquatic Centre

DS:lp

APPENDICES:

NOTIFICATION :				
Name	Address	Email Address	Telephone	FAX

Item No.

**THE CORPORATION OF THE CITY OF WINDSOR
Office of the City Treasurer - Finance**

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"

Author's Name: Rosanna Pellerito	Report Date: August 27, 2012
Author's Phone: 519 253-2300 ext 2735	Date to Committee: September 4, 2012
Author's E-mail: rpellerito@city.windsor.on.ca	

To: Chair and Members of the Family Aquatic Complex Steering Committee

Subject: Financial Summary Update - July 31, 2012

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

THAT the Family Aquatic Complex Steering Committee **RECEIVES** for information, the financial summary report and comments, as of July 31, 2012.

2. EXECUTIVE SUMMARY:

N/A

3. 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 Projects Costs Budget (prior to corporate recoveries) of \$62,622,300. A Financial Summary report is presented to the Executive Committee of the Family Aquatics Complex on a regular basis. Attached is a summary of current expenditures at July 31, 2012.

4 . DISCUSSION:

As of July 31, 2012 the project has incurred gross expenditures of \$12,825,181. This includes the first six progress draws for a combined total of \$10,882,530 (net of holdbacks). Grants received

from OMAFRA to date amount to \$7,331,044 for a net project cost of \$5,494,136 prior to corporate recoveries.

Since the last meeting held July 19, 2012, the Steering committee directed the Project Manager to proceed with the request for proposal for a third party Commissioning Agent with funding to come from the overall project contingency account. It is estimated that the cost for the Commissioning Agent will be approximately \$150,000. In addition, change orders have been approved by the Executive Committee (under authority granted by the Council approved charter) and issued for an additional scoreboard (\$99,887.19), upgrade to the air compressor (\$20,356.17), and permanent hardware for exterior banners all to be charged against the overall project contingency account (estimated at \$40,000). With the encumbrance of these costs, the remaining unencumbered and unspent balance in the overall project contingency account is \$1,580,548.64.

5. RISK ANALYSIS:

A detailed risk analysis was provided to Council as part of the project approval process.

6. FINANCIAL MATTERS:

The project remains on budget and on schedule. A total of \$1,580,548.64 is still available for any future contingencies. Attached is a summary by account of the current expenditures.

7. CONSULTATIONS:

N/A

8. CONCLUSION:

THAT the Family Aquatic Complex Steering Committee **RECEIVES** the financial summary report and comments as noted above.

 k R o s
/ Financial Planning Administrator

 O n M -
Chief Financial Officer/City Treasurer and
Corporate Leader Finance and Technology

Don
7 Project Manager

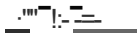
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Name	Address	Email Address	Telephone	FAX
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**THE CORPORATION OF THE CITY OF WINDSOR
OFFICE OF THE CITY ENGINEER- Parks Facilities**

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"



To: Steering Committee - Family Aquatic Complex (FAC)

Subject: FAC Update-August 2012

1. RECOMMENDATION: City Wide: _ Ward(s): __

That *Schedule A - the Project Update Report* dated August 17, 2012 and *Schedule B - Project Schedule, Summary and Milestones* dated July 31, 2012 **BE RECEIVED FOR INFORMATION.**

EXECUTIVE SUMMARY: *N/A*

2. BACKGROUND:

Council approved construction of the Family Aquatic Complex on December 13, 2011 with a total gross budget of \$77,622,300 and a net cost to the City of Windsor of \$62,102,300, as per CR302/2011.

3. DISCUSSION:

The construction on site has progressed as scheduled. The roof deck of the basement is complete and steel framing extends through the centre of the building from north to south.

The south and west perimeter walls and the grade beam for the Myrtha pool has been completed with the cast in place concrete floor to be poured the week of August 27th.

The large trusses for the natatorium are scheduled on site the week of August 27th with erection expected by September 21st.

Tenders and RFP's have been issued for Commissioning and special services included IT, audio, visual and security. The District Energy works are scheduled for tender the first three weeks of September.

Schedule B - The project Schedule Summary and Milestones dated July 31, 2012, is included for information.

4 . RISK ANALYSIS:

All milestones have been met as of this date and we are on schedule to open for the International Children's Games in August 2013. The general contractor is working diligently to make up any lost days because of the Heavy construction Operators strike, inclement weather and design or product delivery delay.

5. FINANCIAL MATTERS:

As at July 31, 2012, six progress draws in the amount of \$10,882,530 net of 10% hold back have been made to the Constructor and Sub-Contractors have received their funds.


6. CONSULTATIONS:

Ellis Don Corporation/DeAngelis Construction in Joint Venture
Sub-Contractors

7. CONCLUSION:

The project remains on schedule.


Project Manager, Family Aquatic Centre


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

DS:lp

NOTIFICATION:				
Name	I Address	I Email Address	I Telephone	IFAX
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Schedule A - Project Update

MONTHLY PROJECT UPDATE	
Project Name:	Family Aquatic Complex
Project Manager:	Don Sadler
Date:	August 17, 2012
Status:	Construction
Tenders:	
<p>Full construction tender was awarded to Ellis Don Corporation/DeAngelis Construction Inc. Joint Venture.</p> <p>Assignment of contract with Nationwide Commercial Aquatics (NCA) for \$5,860,000 to Ellis Don Corporation/DeAngelis Construction Inc. Joint Venture by change order.</p> <p>Total \$66,372,000-CR302/201 I</p>	
Budget: (Identify Budget Pressures or Savings)	
<p>Total gross project budget of \$77,622,300 net of recoveries, City of Windsor cost \$62,102,300. CR302/2011.</p> <p>The City has been awarded \$15,000,000 towards the project from the Province of Ontario.</p>	
Deadlines/Milestones: (Identify milestones met, lags or deviations from schedule: pressures on deadlines)	
<p>Contract Timelines:</p> <ul style="list-style-type: none"> • Award of Contract-December 15, 2011 • Building Permit Application - December 21,201 I • Project Summary and Milestones- Schedule B (attached) <p>Months of July & August 2012</p> <ul style="list-style-type: none"> • Site excavation complete • Utility services relocated as required • Construction trailers on site • Concrete footings installed • Plans submitted to Building for building approval • Underground tender package awarded by Ellis Don/DeAngelis to two local firms - Facca/Coco - 95% complete • Steel for structure awarded to local firm, A.C. Metal and structural steel installation in progress. • Myrtha Pool shipped to Canada end of August • Stage I archeological assessment of site complete • Environmental - record of site conditions near completion - September/October 	

- Survey of building and surrounding area proceeding to be developed 12R plans
- Approved by Council March 19, 2012:
 - Communication Plan
 - Project Charter
 - Building Facade Upgrade
 - Assignment of Purchasing to Ellis Don/DeAngelis
- Site Plan submission to Council April 2, 2012
- Groundbreaking ceremony was held Friday May 11, 2012
- Tender for District Energy to be tendered the first three weeks of September.

Key Issues:

- Building Pennit issued and paid by ED/DA
- Myrtha pool being shipped from Italy
- Site Plan Approval
- Environmental Record of Site Conditions submission to Ministry of Environment
- Excavation for basement and footings complete for basement, south and west perimeter
- Final building plans with Building Department for comments
- Basement pillars and walls standing
- Fonning and pouring roof deck of basement complete
- District Energy tender on schedule for September 2012 - on site works Oct 15 - Nov 23, 2012
- Theming design and building proponent selected
- IT/telecommunications, audio visual and security tender assigned to Ellis Don/DeAngelis
- Commissioning agent selected.