

AGENDA
MIDDLESEX-LONDON BOARD OF HEALTH
Relocation Advisory Committee

MLHU Boardroom
Middlesex County Building
399 Ridout Street North
Tuesday, February 5, 2019, 1:00 p.m.

1. DISCLOSURE OF CONFLICTS OF INTEREST

2. APPROVAL OF AGENDA

3. APPROVAL OF MINUTES – December 12, 2018

4. NEW BUSINESS

4.1 Location Project - Demolition Update January 2019 (Report No. 001-19RAC)

4.2 Floor Plan - Final Draft (Report No. 002-19RAC)

5. OTHER BUSINESS

5.1. Next meeting - TBD

6. ADJOURNMENT



PUBLIC SESSION – MINUTES
MIDDLESEX-LONDON BOARD OF HEALTH
RELOCATION ADVISORY COMMITTEE

399 Ridout Street, London
Middlesex County Building, MLHU Boardroom
Thursday, December 12, 2018, 4:30 p.m.

Committee Members Present: **Mr. Ian Peer, Chair**
Ms. Joanne Vanderheyden
Mr. Michael Clarke
Mr. Marcel Meyer

Others Present: Mr. Matt Reid, Board Member
Mr. Kurtis Smith, Board Member
Dr. Christopher Mackie, Secretary-Treasurer
Ms. Elizabeth Milne, Executive Assistant to the Board of Health and Communications Coordinator (Recorder)
Ms. Laura Di Cesare, Director, Healthy Organization
Mr. Joe Belancic, Manager, Procurement and Operations
Ms. Kendra Ramer, Manager, Strategic Projects
Ms. Amanda Harvey, Project Coordinator
Mr. Jeff Cameron, Stronghold Services
Mr. Brian Glasspoole, Manager, Finance
Mr. Tom Bes, BES Consulting

Chair Peer called the meeting to order at 4:30 p.m.

Ms. Vanderheyden introduced Mr. Reid and welcomed him to the Board of Health.

DISCLOSURE OF CONFLICT(S) OF INTEREST

Chair Peer inquired if there were any disclosures of conflicts of interest to be declared. None were declared.

APPROVAL OF AGENDA

It was moved by Ms. Vanderheyden, seconded by Mr. Meyer, *that the **AGENDA** for the December 12, 2018 Relocation Advisory Committee meeting be approved, as amended.*

Carried

APPROVAL OF MINUTES

It was moved by Mr. Meyer, seconded by Mr. Clarke, *that the **MINUTES** of the October 18, 2018 Relocation Advisory Committee meeting be approved.*

Carried

NEW BUSINESS

Design Consultation Summary (Report No. 004-18RAC**)**

Ms. Di Cesare introduced the report. Mr. Belancic and Ms. Ramer answered questions and provided context.

Discussion ensued on the following items:

- Changes to the use of clinical space and how the consultations have made a difference to the preliminary floor plans.
- *Accessibility for Ontarians with Disabilities Act* requirements throughout the building.

- How to ensure dedicated space for making private and confidential calls in an open-concept space.
- Staff participation in the consultations.
- Whether the space is adequate for housing all staff and whether it will remain adequate if the workforce grows in coming years.
- How the current clinic schedule may be accommodated in the new space, and how much space will be required to run clinics going forward (i.e., whether waiting rooms are large enough to run multiple clinics, whether there is adequate space for the travel clinic to continue in the new location).

It was moved by Mr. Clarke, seconded by Ms. Vanderheyden, *that the Relocation Advisory Committee receive Report No. 004-18RAC re: "Design Consultation Summary" for information.*

Carried

Location Project – Demolition Update (Report No. 005-18RAC)

Mr. Belancic introduced and provided context for the report, which included the cost of removing a wall and changing the location of the elevator shaft, a secondary stair well, and certain costs associated with each.

Mr. Glasspoole arrived at 4:48 p.m. Mr. Smith arrived at 4:50 p.m.

Discussion ensued on the following items:

- That a zoning change is not required to continue with needle exchange at the new location.
- Providing an alternate access for needle exchange clients at Citi Plaza, and why it would be beneficial.
- If there are any safety risks associated with entrances and exits identified in the floor plan.

It was moved by Mr. Clarke, seconded by Mr. Meyer, *that the Relocation Advisory Committee recommend that the Board of Health receive Report No. 005-18RAC re: "Location Project – Demolition Update" for information.*

Carried

Project Status Update – Verbal Update and Presentation

Ms. Ramer introduced and provided context to this report, referencing the floor plan, highlighting some of the key themes identified by staff during the space needs consultations, and identifying next steps in space planning.

Discussion ensued about the stair well relocation and extension of elevator service into the basement.

It was moved by Ms. Vanderheyden, seconded by Mr. Meyer, *that the Relocation Advisory Committee receive the Project Status Update for information.*

Carried

OTHER BUSINESS

Chair Peer advised that the date of the next meeting will be determined in the new year.

ADJOURNMENT

At 5:31 p.m., it was moved by Mr. Meyer, seconded by Ms. Vanderheyden, *that the meeting be adjourned.*

Carried

IAN PEER
Chair

CHRISTOPHER MACKIE
Secretary-Treasurer



TO: Chair and Members of the Relocation Advisory Committee

FROM: Christopher Mackie, Medical Officer of Health/CEO

DATE: 2019 February 5

LOCATION PROJECT – DEMOLITION UPDATE JANUARY 2019

Recommendation

It is recommended that the Relocation Advisory Committee recommends that the Board of Health receive Report No. 001-19RAC re: “Location Project – Demolition Update January 2019” for information.

Key Points

- The new stairwell costing was finalized at approximately \$101,775.
- Landlord will be re-insulating the King Street Wall at their cost of \$26,000.
- Cost estimates to extend the elevator to the basement have been reduced from \$100,000 to \$32,755.
- Landlord will be replacing the elevator motor at their cost of \$77,000.

Stair Update

The Relocation Advisory Committee (RAC) was provided with a demolition report and presentation at the December 12th meeting. During that meeting, the Committee was advised that two (2) additional stair wells were uncovered during the landlord’s demolition work.

The first set of stairs would connect the back of basement storage area to the first floor. In addition, the existing stairwell to the basement as outlined in [Appendix A](#) would be in use to provide Needle Exchange clients exterior access from Clarence Street into the exchange room. A separate entrance for these clients is a requirement of the lease terms. The scope of work to bring these stairs up to code would include:

- Closing the opening and the installation of a new metal deck with concrete infill.
- Installation of a new vestibule and door leading into the exchange room.

As a result, the cost to upgrade these stairs is approximately \$66,100.

The second set of stairs would connect the first floor to the second floor. The architect investigated the design to connect these two sets of stairs but this was not possible based on the position of both landings. However, the stair landing is situated between the first and second floor. Seven steps are required from the first floor to connect to this stairwell which will provide staff access to the basement storage area as well as the second floor. The current stairs which connect the basement to the first floor do not meet the building code and will require replacement if they are to be maintained. The primary benefit of the removal of the current stairs is related to layout. These stairs to be removed are centrally located in the space which affect the first floor layout. The new stairwell is located on an exterior wall and will not impede the layout.

The scope of work for these changes would include:

- Demolition of first floor wall around the conveyer opening.
- Infill of the opening and installing a new metal deck with concrete infill.
- Cutting a new opening in the concrete stairwell wall and installing a new fire rated door.
- Installation of a new metal stair and new landing from the first floor to new landing.
- Installation of a new stair and vestibule basement wall leading into the storage room.

The incremental cost of this upgrade is \$35,675. The cost for both stair renovations totals \$101,775. These costs fall within approved budgetary guidelines identified at the October Relocation Advisory Committee meeting. The architect and project manager will be including this work as a part of the tenant scope of work tender documents.

King Street Wall

Citi Plaza has received complaints from previous tenants that backed onto King Street regarding the cool temperatures of the work area over the bridge by the windows. The architect was hired by the landlord to complete an intrusive investigation to ensure the wall was properly insulated. Although they found that it was insulated correctly, there were areas that required improved seals. Therefore, the landlord is removing all existing drywall along King Street and resealing and insulating that wall. The cost to the landlord complete this work is \$26,000. This work was not included as a part of the lease agreement but was completed in good faith to ensure a mutually beneficial tenancy.

Elevator Update

During the October 18th committee meeting, report 001-18RAC was approved to extend the elevator to the basement at an approximate cost of \$100,000. This total included elevator parts, mechanical labour and supplies, structural walls, foundations and professional fees. Discussions were held with the architect and landlord on the incremental costs associated with the elevator. This investigation found that the cost to extend the elevator by one landing is \$104,120 (landlord scope of work). Furthermore, the cost to extend the elevator by two landings is \$136,875. The Middlesex-London Health Unit will cover the cost differential of \$32,755. This fee does not include any contingency costs in the event that underground springs are located but it is a significant decrease in estimated costs.

In addition, the landlord has elected to replace the elevator motor at their cost of \$77,000. The elevator consultant agreed that this elevator was in excellent condition but the particular make of elevator motor make was prone to failures. Without replacement, the expected life span of this elevator motor was estimated to be between one to five years. However, in an effort to ensure that MLHU begins whole, the landlord is choosing to replace this now at their cost.

Next Steps

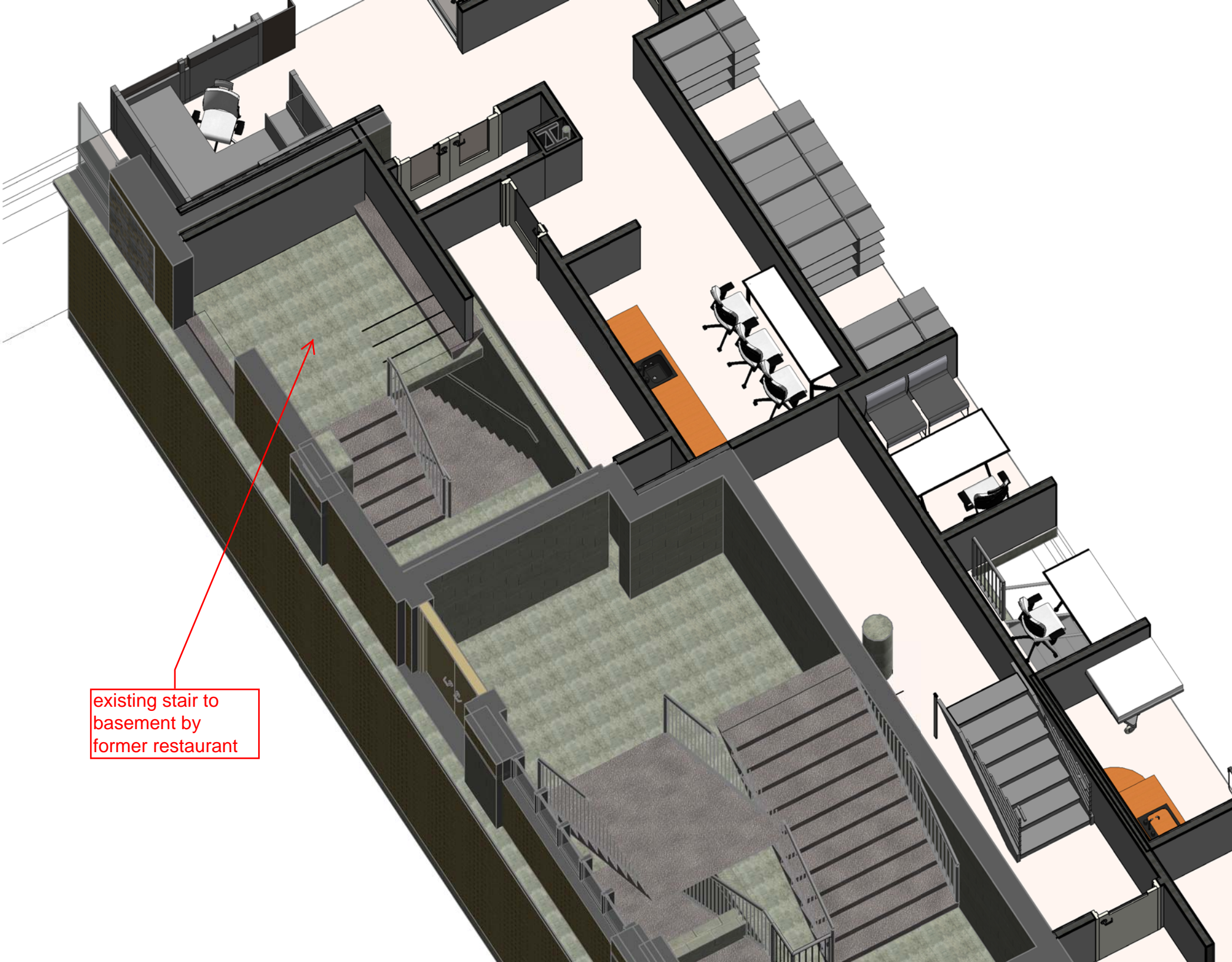
MLHU staff will continue to inform the Relocation Advisory Committee of expenditures related to the project and request approval for costing decisions which require Board of Health approval.

This report was prepared by the Healthy Organization Division.



Christopher Mackie, MD, MHSc, CCFP, FRCPC
Medical Officer of Health / CEO

existing stair to
basement by
former restaurant





TO: Chair and Members of the Relocation Advisory Committee

FROM: Christopher Mackie, Medical Officer of Health / CEO

DATE: 2019 February 05

FLOOR PLAN – FINAL DRAFT

Recommendation

It is recommended that the Relocation Advisory Committee receive Report No. 002-19RAC re: “Floor Plan - Final Draft” for information.

Key Points

- Multiple consultations have generated floor plans that creates a highly functional environment for client service, makes efficient use of space, and ensures that staff can be productive.
- Clinical process flow consultations that included current and future state value stream mapping assisted the architectural team in finalizing draft floor plans.
- An Infection Control and Prevention (IPAC) consultant has been hired to work with teams on process changes to compliment the new clinic layout.
- The Project Plan (Appendix A) indicates that the project is behind schedule due to additional time required to address the complexity of MLHU space needs. Floor plans now meet all necessary requirements in order to authorize approval for sign-off.

Background

Multiple consultations have generated floor plans for MLHU’s future space at Citi Plaza that creates a highly functional environment for client service, makes efficient use of space, and ensures that staff can be productive. Final draft floor plans will be presented in hard copy for the information of the Relocation Advisory Committee (RAC) at the Committee’s February meeting. There will be a crucial decision point for RAC and the Board of Health once costing is available.

Consultations to Date

As of November 2018, twenty-six consultations were completed by the Architectural Team from Endri Poletti Architect (EPA) Inc. During the consultations, information was gathered from staff on the role of the teams, required adjacencies, storage needs, and other considerations. A needs assessment questionnaire (see [Appendix A](#)) was distributed to teams, and staff were asked to collate responses in advance to maximize the efficiency and effectiveness of the consultation meetings. The questionnaire also created an opportunity for staff unable to attend consultation meetings to provide input and feedback on the process.

In early December 2018, the creation of the block plans was underway followed by detailed floor plan development of the first and second floor of Citi Plaza. The project team and Senior Leadership Team met with the architectural team on numerous occasions to review the layout and confirm alignment with the needs of clients and the questionnaires completed by each team.

Clinical Process Flow and IPAC Consultations

In January 2019, an external process improvement consultant from Leading Edge Group delivered Lean training to staff in order to assist with clinic flow design. Management and staff representatives from the four clinical areas (Sexual Health, Vaccine Preventable Diseases, Infectious Diseases and Control and Oral Health) participated in current and future state value stream mapping exercises to examine clinical processes. The clinical process flow mapping assisted the architectural team in finalizing draft floor plans.

To enhance infection control practices at the new location an Infection Prevention and Control (IPAC) consultant has been hired to examine the design layout and provide recommendations that will ensure all IPAC standards are met within the clinical spaces. Clinical teams will continue to collaborate and work through process changes in response to the IPAC assessment and recommendations.

Floor Plan Criteria

As part of the floor plan finalization process the project team with the assistance of the architectural team was accountable for confirming that the floor plans met the following design criteria:

- Functional requirements for program areas;
- Building code;
- Occupational Health and Safety requirements;
- Accessibility for Ontarians with Disabilities requirements; and
- Square footage allocation in accordance with the lease agreement.

On January 28, 2019 the Senior Leadership Team had an opportunity to complete a review of the updated floor plans presented by the architectural team. On January 30, 2019, program managers were invited to attend a presentation delivered by the architectural team to view the final draft plans.

Staff have been invited to attend information sessions on February 13, 2019 where the final draft floor plans will be presented by the architectural team. This is an opportunity for staff to visualize the layout of the new location and recognize how the consultations were incorporated into the final plans.

Project Plan Timeline and Next Steps

The project plan ([Appendix B](#)) indicates the project is currently behind schedule. Written approval for design development was scheduled to be obtained from the Health Unit by January 28, 2019. The target completion date for sign-off has been delayed by 10 days due to the complexity of MLHU space needs required to ensure that all criteria had been met.

To avoid further implications to the project schedule, the floor plans will be authorized as soon as possible. Once floor plans are authorized, staff will obtain a cost consultant's estimate on build costs and bring this forward for approval prior to initiating a tender process.

This report was prepared by the Healthy Organization Division.



Christopher Mackie, MD, MHSc, CCFP, FRCPC
Medical Officer of Health / CEO



Needs Assessment Questionnaire

Please complete this questionnaire as a team. When the questions refer to “you”, please collate any differing answers from different roles on the team. This questionnaire should reflect what you **need** to do your work effectively. Please use point form or keep answers short. The answers will be expanded on during the consultations with the architect and representatives from your team. In order to facilitate the consultations, please return the completed questionnaire to Amanda Harvey by *noon the day before your team’s scheduled consultation*.

Please note that not all recommendations (or wish list items) will be incorporated into the design, however this questionnaire is the opportunity for all staff to provide input into the needs of the new space.

As you fill out the questionnaire please keep the vision for the new location in mind:

The time is right to create a centralized accessible location for all MLHU clients and employees. An optimized layout and workflow will allow for improved client experiences. A safe and healthy work environment will contribute to productive and collaborative team performance. Numerous infrastructure improvements will allow MLHU to effectively and efficiently meet future client needs and public health standards.

1. Personal work spaces

a. What type of work do you perform at your workspace? What is the percent of time spent in each type of work?
e.g. on the phone, computer, hard copy work

b. Aside from winter boots/coats, briefcases and rolling bags are there any other personal storage needs?

c. What facilities do you need if you bring your lunch? How often would you use those?

d. Adjacencies are an important component of the design. Please think about any important adjacencies (department, team, work space, activity) and list any that apply below including the reason why.

i. Need to be adjacent to:

ii. Would like to be near:

iii. Should not or can not be adjacent to:

2. Storage of materials (including: client files, business records, program resources, etc.)

a. How do materials arrive and what size of container are they in?

b. How do the materials need to be stored? (in/on what, how long do you need to keep them, # of linear meters of storage needed)

c. How often do you retrieve the material and where should it be stored? (consider confidentiality and workflows)

e.g. how often: daily, weekly, monthly, less than monthly

where: off-site storage, on-site storage, close to proximity to desk, easy access but not at desk

d. Any special considerations that need to be considered. e.g. Locks, sign-out procedures, etc.

3. Public facing spaces (clinics, reception, teaching rooms, etc.)

Please describe the flow of clients through MLHU:

Please include:

a. The initial contact with the public. (how many clients/hour)

b. What are the physical space needs for you to provide the best service? (consider flow, safety and accessibility)

c. What are the physical space needs for the clients to be satisfied? (consider flow, safety and accessibility)

d. Describe any other requirements

4. Equipment

- a. Describe equipment that is located on the floor or counter space (please include the measurements, use and need)

- b. Describe equipment that is self supporting or by stand – e.g. smart board (please include the measurements, use and need)

- c. Describe equipment that is wall mounted (please include the measurements, use and need)

- d. Any manufacturers data sheets (if available) providing specification details for planning

- e. Are there any medical gases used? If so, describe how they arrive and are stored.

5. Collaborative spaces

- a. What size and types of collaboration spaces do you need for your work? (# of people, technology requirements)

- b. How often would you use each type of space?

6. Other considerations

- a. Are there any government regulation that will have an impact on designing your space and the function that you perform?

- b. Are there any safety considerations not previously mentioned?

- c. Anything else that should be considered?



MLHU Project Design Schedule

ID	Task Name	Duration	Start	Finish	Resource Names	Predecessors	% Compl	Timeline											
								Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun			
1	MLHU - FIRST AND SECOND FLOOR	314 days	Thu 10/4/18	Thu 12/26/19			15%	[Gantt bar spanning Oct 2018 to Dec 2019]											
2	PLANNING AND EVALUATION	44 days	Thu 10/4/18	Tue 12/4/18			100%	[Gantt bar from Oct 4 to Dec 4, 2018]											
3	Analyze Clients Requirements	2 days	Thu 10/4/18	Fri 10/5/18			100%	[Gantt bar from Oct 4 to Oct 5, 2018]											
4	analysis of existing fuctional programing document	2 days	Thu 10/4/18	Fri 10/5/18			100%	[Gantt bar from Oct 4 to Oct 5, 2018]											
5	Functional Programming	42 days	Mon 10/8/18	Tue 12/4/18			100%	[Gantt bar from Oct 8 to Dec 4, 2018]											
6	Analysis of Space Requirements & meeting with each department	42 days	Mon 10/8/18	Tue 12/4/18			100%	[Gantt bar from Oct 8 to Dec 4, 2018]											
7	Project Set Up - Data Gathering & Site Visits	16 days	Mon 10/8/18	Mon 10/29/18	MLHU	4	100%	[Gantt bar from Oct 8 to Oct 29, 2018]											
8	Team Meetings	15 days	Wed 10/31/18	Tue 11/20/18	EPA	7	100%	[Gantt bar from Oct 31 to Nov 20, 2018]											
9	Analysis of Space Requirements	10 days	Wed 11/21/18	Tue 12/4/18	EPA	8	100%	[Gantt bar from Nov 21 to Dec 4, 2018]											
10	PRELIMINARY DESIGN	42 days	Wed 11/21/18	Mon 1/28/19			60%	[Gantt bar from Nov 21 to Jan 28, 2019]											
11	Prepare schematic design documents	39 days	Wed 11/21/18	Wed 1/23/19			65%	[Gantt bar from Nov 21 to Jan 23, 2019]											
12	Schematic Plans and Review w/ client	36 days	Wed 11/21/18	Fri 1/18/19	EPA	8	70%	[Gantt bar from Nov 21 to Jan 18, 2019]											
13	Final Floor plans	3 days	Mon 1/21/19	Wed 1/23/19	EPA	12	0%	[Gantt bar from Jan 21 to Jan 23, 2019]											
14	Review	3 days	Wed 1/23/19	Mon 1/28/19			0%	[Gantt bar from Jan 23 to Jan 28, 2019]											
15	Submit Schematics to client for review	0 days	Wed 1/23/19	Wed 1/23/19	EPA	13	0%	[Milestone diamond on Jan 23, 2019]											
16	Obtain written approval for design development	3 days	Thu 1/24/19	Mon 1/28/19	MLHU	15	0%	[Gantt bar from Jan 24 to Jan 28, 2019]											
17	DETAILED DESIGN DEVELOPMENT	19 days	Tue 1/29/19	Fri 2/22/19			0%	[Gantt bar from Jan 29 to Feb 22, 2019]											
18	Review Program w/ consultants	1 day	Tue 1/29/19	Tue 1/29/19	EPA	16	0%	[Milestone diamond on Jan 29, 2019]											
19	Detailed document development	15 days	Wed 1/30/19	Tue 2/19/19			0%	[Gantt bar from Jan 30 to Feb 19, 2019]											
20	Architectural	15 days	Wed 1/30/19	Tue 2/19/19	EPA[0.5]	18	0%	[Gantt bar from Jan 30 to Feb 19, 2019]											
21	Mechanical	15 days	Wed 1/30/19	Tue 2/19/19	S+A[0.25]	18	0%	[Gantt bar from Jan 30 to Feb 19, 2019]											
22	Electrical	15 days	Wed 1/30/19	Tue 2/19/19	S+A[0.25]	18	0%	[Gantt bar from Jan 30 to Feb 19, 2019]											
23	Structural	15 days	Wed 1/30/19	Tue 2/19/19	DC BUCK	18	0%	[Gantt bar from Jan 30 to Feb 19, 2019]											
24	Develop Preliminary Specifications	15 days	Wed 1/30/19	Tue 2/19/19			0%	[Gantt bar from Jan 30 to Feb 19, 2019]											
25	Architectural	15 days	Wed 1/30/19	Tue 2/19/19	EPA[0.5]	18	0%	[Gantt bar from Jan 30 to Feb 19, 2019]											
26	Mechanical	15 days	Wed 1/30/19	Tue 2/19/19	S+A[0.25]	18	0%	[Gantt bar from Jan 30 to Feb 19, 2019]											
27	Electrical	15 days	Wed 1/30/19	Tue 2/19/19	S+A[0.25]	18	0%	[Gantt bar from Jan 30 to Feb 19, 2019]											
28	Review	3 days	Wed 2/20/19	Fri 2/22/19			0%	[Gantt bar from Feb 20 to Feb 22, 2019]											
29	Submit Schematics to client for review	2 days	Wed 2/20/19	Thu 2/21/19	EPA	19,24	0%	[Gantt bar from Feb 20 to Feb 21, 2019]											
30	Obtain written approval for design development	1 day	Fri 2/22/19	Fri 2/22/19	MLHU	29	0%	[Milestone diamond on Feb 22, 2019]											
31	CONTRACT DOCUMENT PHASE	41 days	Mon 2/25/19	Mon 4/22/19			0%	[Gantt bar from Feb 25 to Apr 22, 2019]											
32	Contract documents	10 days	Mon 2/25/19	Fri 3/8/19	EPA[0.34],S+A[0.33],DC BUCK[0.33]	17	0%	[Gantt bar from Feb 25 to Mar 8, 2019]											
33	Quality Control - Establish review dates	31 days	Mon 3/11/19	Mon 4/22/19			0%	[Gantt bar from Mar 11 to Apr 22, 2019]											
34	60% review with consultants	4 days	Mon 3/11/19	Thu 3/14/19			0%	[Gantt bar from Mar 11 to Mar 14, 2019]											
35	meeting with consultants	1 day	Mon 3/11/19	Mon 3/11/19	EPA	32	0%	[Milestone diamond on Mar 11, 2019]											
36	Presentation to SLT - Obtain Design Approval	3 days	Tue 3/12/19	Thu 3/14/19	MLHU	35	0%	[Gantt bar from Mar 12 to Mar 14, 2019]											
37	Implement 60% CD Review and Continue Development	10 days	Fri 3/15/19	Thu 3/28/19	EPA[0.34],S+A[0.33],DC BUCK[0.33]	36	0%	[Gantt bar from Mar 15 to Mar 28, 2019]											
38	90% review with consultants	10 days	Fri 3/29/19	Thu 4/11/19			0%	[Gantt bar from Mar 29 to Apr 11, 2019]											
39	Meeting with consultants (A,MEP AND SPECS & FINISHES)	1 day	Fri 3/29/19	Fri 3/29/19	EPA[0.5]	37	0%	[Milestone diamond on Mar 29, 2019]											
40	Specifications	9 days	Fri 3/29/19	Wed 4/10/19			0%	[Gantt bar from Mar 29 to Apr 10, 2019]											
41	Prepare and assemble specification	9 days	Fri 3/29/19	Wed 4/10/19			0%	[Gantt bar from Mar 29 to Apr 10, 2019]											
42	Architectural	9 days	Fri 3/29/19	Wed 4/10/19	EPA[0.5]	37	0%	[Gantt bar from Mar 29 to Apr 10, 2019]											
43	Mechanical	9 days	Fri 3/29/19	Wed 4/10/19	S+A[0.5]	37	0%	[Gantt bar from Mar 29 to Apr 10, 2019]											
44	Electrical	9 days	Fri 3/29/19	Wed 4/10/19	S+A[0.5]	37	0%	[Gantt bar from Mar 29 to Apr 10, 2019]											

Project: 1715-2019-01-16-MLHU-Singu
Date: Thu 1/17/19

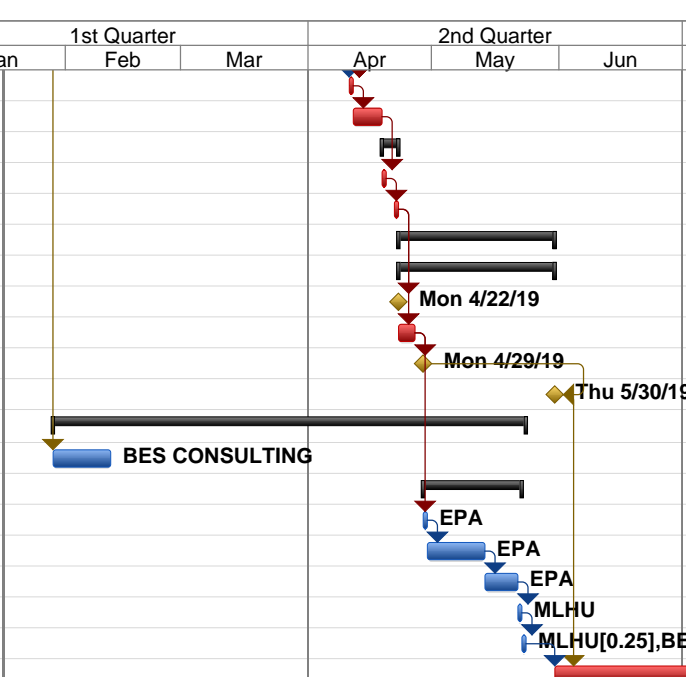
Task		External Tasks		Manual Task		Finish-only		Critical Split	
Split		External MileTask		Duration-only		Path Successor Milestone Task		Progress	
Milestone		Inactive Task		Manual Summary Rollup		Path Successor Summary Task		Split	
Summary		Inactive Milestone		Manual Summary		Path Successor Normal Task			
Project Summary		Inactive Summary		Start-only		Critical			



ENDE BOLEND ARCHITECTS INC.

MLHU Project Design Schedule

ID	Task Name	Duration	Start	Finish	Resource Names	Predecessor	% Compl	4th Quarter			1st Quarter			2nd Quarter			
								Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	
45	meeting with Owner	1 day	Thu 4/11/19	Thu 4/11/19	MLHU	39,42,43,44	0%										
46	Implement 90% CD Review and Continue Development	5 days	Fri 4/12/19	Thu 4/18/19	EPA[0.34],S+A[0.33],DC BUCK[0.33]	45	0%										
47	100% review with consultants	2 days	Fri 4/19/19	Mon 4/22/19			0%										
48	meeting with consultants	1 day	Fri 4/19/19	Fri 4/19/19	EPA[0.34],S+A[0.33],DC BUCK[0.33]	46	0%										
49	meeting with Owner	1 day	Mon 4/22/19	Mon 4/22/19	MLHU	48	0%										
50	PERMITTING PHASE	28 days	Mon 4/22/19	Thu 5/30/19			0%										
51	Obtain client written authorization	28 days	Mon 4/22/19	Thu 5/30/19			0%										
52	MLHU - Client Authorization for Building Permit Submission	0 days	Mon 4/22/19	Mon 4/22/19	MLHU	49	0%										
53	Prepare Material for Permit and Tender	4 days	Tue 4/23/19	Fri 4/26/19	EPA	49	0%										
54	To submit drawings for building permit and get approval	24 days	Mon 4/29/19	Thu 5/30/19	EPA	53	0%										
55	Building Permit Received	0 days	Thu 5/30/19	Thu 5/30/19	EPA	54FF	0%										
56	TENDERING PHASE	83 days	Tue 1/29/19	Thu 5/23/19			0%										
57	Pre- Qualification	10 days	Tue 1/29/19	Mon 2/11/19	BES CONSULTING	16	0%										
58	Distribution of Bidding and Proposal Documents	18 days	Mon 4/29/19	Wed 5/22/19			0%										
59	Distribute documents to GCs	1 day	Mon 4/29/19	Mon 4/29/19	EPA	53	0%										
60	Bidding	10 days	Tue 4/30/19	Mon 5/13/19	EPA	59	0%										
61	Bid and Proposal evaluation	6 days	Tue 5/14/19	Tue 5/21/19	EPA	60	0%										
62	Contract sign GC	1 day	Wed 5/22/19	Wed 5/22/19	MLHU	61	0%										
63	GC kick Off Meeting	1 day	Thu 5/23/19	Thu 5/23/19	MLHU[0.25],BES CONSULTING[0.25]	62	0%										
64	CONTRACT ADMINISTRATION	7.5 mons	Fri 5/31/19	Thu 12/26/19	BES CONSULTING[0.5],EPA[0.5]	63,55	0%										



Project: 1715-2019-01-16-MLHU-Singu Date: Thu 1/17/19	Task		External Tasks		Manual Task		Finish-only		Critical Split	
	Split		External MileTask		Duration-only		Path Successor Milestone Task		Progress	
	Milestone		Inactive Task		Manual Summary Rollup		Path Successor Summary Task		Split	
	Summary		Inactive Milestone		Manual Summary		Path Successor Normal Task			
	Project Summary		Inactive Summary		Start-only		Critical			