



TO: Chair and Members of the Relocation Advisory Committee

FROM: Christopher Mackie, Medical Officer of Health / CEO

DATE: 2019 October 17

RELOCATION PROJECT PLAN UPDATE

It is recommended that the Relocation Advisory Committee recommends the Board of Health receive Report No. 007-19RAC, re: “Relocation Project Plan” for information.

Key Points

- Construction at Citi Plaza commenced over the summer.
- The Interior Fit-Up schedule is included as [Appendix A](#) and indicates that the overall project is on time.
- Completion of the second floor is targeted for December 23, 2019, followed by the first floor on March 14, 2020, aligning with the relocation move plan that has been developed for the Health Unit.

Background

The Board of Health approved michael + clark Construction as the general contractors to complete the interior fit-up of Citi Plaza. A kickoff meeting was held on July 8, 2019 to discuss the development of the construction schedule which would identify key target dates for completion. Construction commenced over the summer, and was estimated to last 162 days.

Interior Fit-Up Schedule

The Interior Fit-Up schedule is identified in [Appendix A](#). The timeline is split into three (3) phases of construction: Level 2, Level 1 and the Basement. Completing the work in phases was required to expedite the project schedule and allow for a phased-in move to align with the lease termination dates at 201 Queens Avenue and 50 King Street. The overall project schedule is on time with no significant delays that have been identified. Completion of the second floor is targeted for December 23, 2019 with the installation of furniture over a period of five (5) days commencing on December 18, 2019. The first floor is on track to be completed on March 14, 2020 with the move of the clinic furniture commencing on March 9, 2020 which will also be completed in five (5) days. The Health Unit is targeted to occupy all office space by February 28, 2020 and clinic space by March 13, 2020.

Next Steps

The Relocation Advisory Committee will continue to receive updates on the interior fit-up and will be notified should there be any significant changes or delays to the schedule provided.

This report was prepared by the Healthy Organization Division.

A handwritten signature in black ink, appearing to read 'Chris Mackie'.

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