



TO: Chair and Members of the Relocation Advisory Committee

FROM: Christopher Mackie, Medical Officer of Health/CEO

DATE: 2020 April 16

RELOCATION PROJECT UPDATE

Recommendation

It is recommended that the Relocation Advisory Committee recommend the Board of Health:

- 1) Receive Report No. 002-20RAC, re: "Relocation Project Update" for information; and*
- 2) Approve the disbanding of the Relocation Advisory Committee.*

Key Points

- The move to Citi Plaza was completed on March 30, 2020.
- Outstanding deficiencies and changes orders are outlined in [Appendix C](#) and [Appendix D](#).
- Clinical change orders are estimated to be approximately \$15,000 - \$20,000 and will take four (4) to six (6) weeks to complete following initiation.
- It is recommended that the Relocation Advisory Committee disband and refer future decisions and/or reports to the Finance and Facilities Committee.

Background

The Board of Health approved Michael + Clark Construction as the general contractor to complete the construction at Citi Plaza on July 16, 2019. Construction was estimated to last 162 days. The first phase of construction was completed on target by December 23rd, 2019. Staff from 201 Queens Ave. moved into the second floor of the premises on December 27, 2019. The lower level and first floor were turned over to the Health Unit for occupancy on March 16, 2020. The Health Unit opened to the public in the new location on March 30, 2020.

Interior Fit-Up Schedule

The construction timeline was split into three (3) phases and is identified in [Appendix A](#). The move-in schedule was also divided into three phases and outlined in [Appendix B](#). Although construction and move-in to the second floor was completed on time the overall project was delayed by three (3) weeks. This was due to a strain on certain trades including drywalling and electrical, the addition of a second dental operatory and unforeseen change orders during construction.

The delay in the project schedule primarily impacted the completion of the clinic space and lower level. While the construction schedule was delayed, the move-in schedule was expedited as a result of COVID-19. All staff were moved into Citi Plaza by March 23rd. This expedite was necessary as many of the contractors were closing their businesses due to health risks and classification as non-essential services. These challenges did not impact the opening of the clinic and the Health Unit was able to open to the public as scheduled on March 30th, 2020. At this time there are outstanding items that will be completed once some of the contractors re-open (i.e. first floor meeting room technology fit-up).

Issue Identification / Deficiencies

There are number of outstanding deficiencies and change orders that are still being actively addressed by the general contractor. These include items listed by our architect in **Appendix C** and by MLHU staff in **Appendix D**. The construction of the ramp in the lower level has begun while the scheduled completion date is still to be confirmed.

On March 23, 2020 the set-up of the clinical space commenced. During the set-up of the clinic, staff and management compiled a list of change order requests to address workflow needs and ensure adherence to Infection Prevention and Control (IPAC) standards. Senior leaders have reviewed and confirmed recommended changes, which have been based on input provided by managers, direct service provider staff, internal IPAC-certified staff, and the IPAC consultant, as well as a review of the initial IPAC Consultant report and the Infection Prevention Control for Clinical Office Practice IPAC document from Public Health Ontario. Clinics (with the exception of the dental operatories) are being offered with the use of disposable equipment for the time being, and with the purchase of additional disposable equipment, can continue to do so until the reprocessing area of the clinic is fully functional.

The dental operatories remain inoperable for prevention or treatment services as a result of pending equipment installation, further changes required to meet IPAC standards, and a pending radiation certificate. Recruitment for a dentist is currently underway.

Addressing the clinical changes required is estimated to cost between \$15,000 to \$20,000. Completion of the changes is estimated to take four (4) to six (6) weeks. These costs can be accommodated from the contingency budget, keeping the project within the allocated budget.

Next Steps

At this point in time building permits have been received and substantial completion reports have been provided by the contractor. Given the project has reached substantial completion it is recommended that the Relocation Advisory Committee cease and refer future decisions and/or reports to the Finance and Facilities Committee.

This report was prepared by the Healthy Organization Division.



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