



TO: Chair and Members of the Finance & Facilities Committee

FROM: Christopher Mackie, Medical Officer of Health / CEO

DATE: 2020 June 04

RELOCATION PROJECT UPDATE

It is recommended that the Finance & Facilities Committee recommends the Board of Health receive Report No. 013-20FFC, re: “Relocation Project Update” for information.

Key Points

- Post Construction enhancements that have been completed include the installation of the lower level ramp, installation of a window in Counterpoint, and additional accessible door operators.
- There are 36 outstanding change requests that include enhancements to the clinical areas, as well as improvements to personal safety and security on the premises ([Appendix C](#)).
- Estimated costs for changes are between \$67,750 - \$94,500, excluding consulting fees.

Background

On March 23, 2020 the move into the clinical space commenced with the clinical teams. During the set-up of the clinic, staff and management compiled a list of change order requests to improve workflow and enhance specific Infection Prevention and Control (IPAC) standards. While the clinic is fully operational, except for the dental operatories, enhancements are recommended to improve the longevity and functionality of the reprocessing area of the clinic.

Additional change requests have been submitted in response to recommendations made by the Joint Occupational Health and Safety Committee (JOHSC) as well as a Crime Prevention Through Environmental Design (C.P.T.E.D.) assessment that was conducted following the move to Citi Plaza. It is expected that additional costs for clinic, personal safety and security enhancements can be accommodated in the contingency budget, keeping the project within the allocated budget. There is \$151,617 remaining in the contingency budget, which is allocated as \$51,617 in project contingency and \$100,000 in owner contingency.

Update on Post Construction Enhancements

Construction of the ramp in the lower level was completed on May 8, 2020. The ramp will be utilized by employees in multiple program areas for ease of transporting supplies and materials to and from the loading dock - see [Appendix A](#). In addition, a large window was installed in the needle exchange area to improve visibility. This enhancement provides unobstructed views of clients entering and exiting from the Clarence Street door thereby improving safety for both clients and staff. A detailed change summary sheet provided by our architect is included as [Appendix B](#).

Outstanding Change Notices to be Issued

Since the opening of the clinic on March 30, 2020, there were 36 outstanding change requests identified related to clinic enhancements as well as improvements to personal safety and security on the premises.

These enhancements resulted in additional change notices submitted by our architect that are being actively addressed by the general contractor. Details of the change notices (CN) to be issued by our architect are included as [Appendix C](#).

Change Notice 72 & 75

Drawings were prepared by our architect for altering the exam rooms, reprocessing area and dental treatment rooms. Options were presented and selected by the clinical team based on IPAC standards and requirements allowing the change notices to be issued by the architect. Construction of the clinical areas will be phased in order to avoid disruption to clinical services and will be required to be completed outside of the operation of the clinic. Dental requirements changed late in the construction schedule based on the approval timelines of the Ministry regarding senior's dental program. The dental procedure rooms 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. The schedule for construction will be confirmed once costs have been submitted by the contractor.

Change Notice 76

This change requires a reprogramming of the lighting system in order to reduce the amount of light transmitting through the corridor on the second level adjacent to the central stairwell. This corridor lighting is creating negative health affects for staff working in those areas with light sensitivities and was a recommendation made by the JOHSC.

Change Notice 77

Following the C.P.T.E.D. Assessment one of the recommendations was to add a second door system (vestibule) for the second-floor employee entrance. This improvement would slow down the entry option and provide an additional layer of site security for entry locations that are not actively observed by staff.

Cost Estimates

Updated cost estimates for the above change notices have been provided by our project management consultant and summarized in the table below:

Change Notice	Citi Plaza Location	Description	Estimated Costs
CN72	Clinic	Exam Rooms, Adding a Nurses Station	\$25,000 - \$35,000
CN75	Clinic	Reprocessing Area and Dental Rooms	\$30,000 - \$40,000
CN76	2nd Level	Level 2 Corridor Dimming	\$1,750 - \$2,500
CN-(TBD)	2nd Level	Level 2 Staff Entrance Vestibule	\$13,000 - \$17,000

The COVID-19 pandemic may drive costs upward as trades and general contractors are likely to include additional health and safety costs as well as after-hours work into their quotes. There will be additional consulting fees above and beyond the construction estimates, which are yet to be finalized.

Next Steps

Any additional change requests will be evaluated on a case by case basis and will be brought to the attention of the Finance and Facilities Committee for update or approval.

This report was prepared by the Healthy Organization Division.



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