

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



**MISSION STATEMENT:**

*"Our City is built on relationships – between citizens and their government, businesses and public institutions, city and region – all interconnected, mutually supportive and focused on the brightest future we can create together."*

<b>Author's Name:</b> Wadah Al-Yassiri	<b>Report Date:</b> November 15, 2017
<b>Author's Phone:</b> 519-255-6100 ext. 6494	<b>Date to Steering Committee:</b> November 23, 2017
<b>Author's E-mail:</b> <a href="mailto:walyassiri@city.windsor.on.ca">walyassiri@city.windsor.on.ca</a>	

**To:** Steering Committee – New City Hall Project

**Subject:** New City Hall - Project Update, November, 2017

**1. RECOMMENDATION:** City Wide: \_\_\_\_\_ Ward(s): \_\_\_\_\_

That the Project Update **BE RECEIVED FOR INFORMATION.**

**EXECUTIVE SUMMARY:** N/A

**2. BACKGROUND:**

Council approved a total Gross Project Budget (prior to corporate recoveries) of \$43,937,000.

On May 30, 2016 City Council approved the General Contractor and the Furniture supplier (CR350/2016 & CR351/2016) which is summarized below:

- *Oscar Construction Company Ltd*
  - *BASE TENDER: \$28,543,290 (excl. H.S.T.)*
  - *ALL PROVISIONAL ITEMS: \$1,135,500 (excl. H.S.T.)*
  - *Total construction cost to \$29,678,790 (excl. H.S.T.)*
- *Monarch Basics for the New City Hall Furniture in the amount of \$1,171,652 (excl. H.S.T.) to be assigned to Oscar Construction as a change order in the amount of \$1,218,518 (excl. H.S.T.)*

Construction started June 2016.

To date, the following Consultant(s) have been retained with work underway:

- Environmental and Soil consultant; Golder & Associates
- Design Consultants; Moriyama & Teshima and Architecttura Architects
- Cost Consultant; A. W. Hooker
- Archeological and Vibration Monitoring and testing Consultant; Amec Foster Wheeler (recently Wood Plc)
- Commissioning Agent; Morrison Hershfield
- Move Consultant; Colliers Project Leaders
- Obsolete Furniture vender; Contents Processing Centre (CPC)

### 3. **DISCUSSION:**

Following the New City Hall Ground Breaking ceremony on June 2016, the overall project is well underway and remains on schedule.

The construction progress as end of October 2017 is reflected in the following table;

<b>DESCRIPTION</b>	<b>% complete</b>
Concrete & Rebar Works	96%
Masonry Works	36%
Metal Works	93%
Wood, Plastics & Composites	20%
Thermal & Moisture Projection	60%
Openings, Doors, Hardware & Glazing	55%
Finishes Inc. drywall & Flooring	50%
Specialties, (visual display, signage, HD filing system & Solar shading)	41%
Equipment's	0%
Furnishings	0%
Conveying equipment	80%
Sprinkler system	60%
District Energy	88%
Mechanical	55%
Electrical	45%
Earthwork	99%
City Hall Sq. E Streetscaping	3%
Green Roof	0%

In addition to construction of the building envelope, the following outlines the status of other related works that have been completed or are on-going;

- Underground work had been closely coordinated between the construction team, various City departments and municipal utilities (including Water, Electrical, District Energy supply etc...), to ensure smooth transitions for all services before/after construction (**on-going**)
- Reviewing / transition of District Energy agreement for existing and New City Hall (**on-going**)
- City Administration met with Community Living Agency regarding the NCH Food Kiosk and later received an e-mail from them advising they are no longer pursuing this matter (**Complete**)
- Establishing a Move Committee with representatives from various City departments (**on-going**)
- Survey obsolete furniture and equipment from the old City Hall (**on-going**)

#### **Overall Project Milestones:**

<b>Milestones</b>	<b>Target Dates</b>	<b>Comments</b>
10. Construction Phase i) Substantial Performance	June 2016 – Feb. 2018 March 2018	Mobilized June 2016
11. Furniture & Fit-up i) Furniture installation	Feb. – April 2018 March – April 2018	On schedule
12. Occupancy / Move	May 2018	On schedule
13. Decommission and Demolition of old City Hall building	June 2018 – June 2019	Not part of the new building tender (ph2)
14. Civic Plaza Improvement	June 2019 – June 2020	Not part of the new building tender nor demolition (ph3)

#### **4. RISK ANALYSIS:**

Risks are inherent in any project. Building a large facility such as the one being proposed inherently carries a degree of risk. However, Administration has undertaken prudent measures including a Project Governance structure that includes a Working Committee, Executive Committee and Steering Committee to minimize potential risks. These Committees will identify risks (if any) and provide an opportunity to identify and mitigate them in a timely manner throughout the project.

#### **5. FINANCIAL MATTERS:**

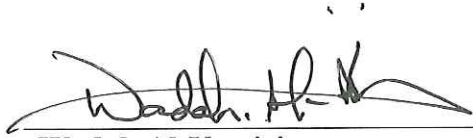
Financial Matters are subject of a separate report.

#### **6. CONSULTATIONS:**

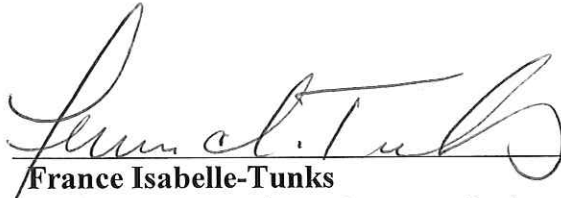
Moriyama & Teshima Architects in Joint Venture with Architecttura Inc.  
Oscar Construction Ltd.

**7. CONCLUSION:**

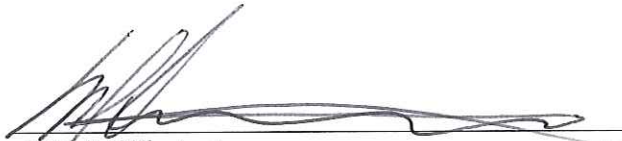
The project is proceeding on schedule and on budget in accordance with the Executive and Steering Committee's approvals.



**Wadah Al-Yassiri**  
Project Administrator



**France Isabelle-Tunks**  
Senior Manager of Development, Projects & ROW / Deputy City Engineer



**Mark Winterton**  
City Engineer and Corporate Leader  
Environmental Protection and Transportation  
Project Sponsor, New City Hall Project



**Valerie Critchley**  
City Clerk / Licence Commissioner and  
Corporate Leader Public Engagement and  
Human Services  
Co-Project Sponsor, New City Hall Project

WAY/lp

**APPENDICES:**

**DEPARTMENTS/OTHERS CONSULTED:**  
Name:  
Phone #: 519 ext.

<b>NOTIFICATION ;</b>				
Name	Address	Email Address	Telephone	FAX
Moriyama & Teshima Architects	117 George Street, Toronto, ON, M5A 2N4	<a href="mailto:dnash@mtarch.com">dnash@mtarch.com</a> OR <a href="mailto:ctai@mtarch.com">ctai@mtarch.com</a>	416. 925.4484	416.925.4637
Architecttura Inc.	180 Eugenie Street West, Windsor, ON, N8X 2X6	<a href="mailto:dan@architecttura-inc.com">dan@architecttura-inc.com</a> OR <a href="mailto:carmen@architecttura-inc.com">carmen@architecttura-inc.com</a>	519.258.1390	519.258.2921
Oscar Construction Ltd.	2025 Blackacre Drive P.O. Box 21, Oldcastle, ON, N0R 1L0	<a href="mailto:oscarcst@mnsi.net">oscarcst@mnsi.net</a>	519.737.0350	519.737.0355

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



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<b>LiveLink REPORT #:</b>	<b>Report Date:</b> Nov. 15, 2017
<b>Author's Name:</b> David Soave	<b>Date to Committee:</b> Nov. 23, 2017
<b>Author's Phone:</b> 519 255-6100 ext. 1911	<b>Classification #:</b>
<b>Author's E-mail:</b> dsoave@citywindsor.ca	

**To:** Steering Committee – New City Hall

**Subject:** New City Hall Financial Summary Update

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

**THAT** the New City Hall Steering Committee **RECEIVE** for information the attached financial summary report as relates to the New City Hall Project as at November 15, 2017.

**EXECUTIVE SUMMARY:**

N/A

**2. BACKGROUND:**

City Council approved a Total Gross Project Budget (Prior to Corporate Recoveries) for the construction of a New City Hall of \$43,937,000 as per the following resolutions.

<b>Resolution</b>	<b>Amount</b>
M95/2011	\$12,000,000
B5/2013	\$4,750,000
B26/2013	\$18,000,000
M222-2015	\$4,450,000
CR161/2015	\$4,400,000
CR130/2016	\$337,000
<b>Total</b>	<b>\$43,937,000</b>

### 3. DISCUSSION:

As of November 15, 2017, the project has incurred expenditures of **\$22,042,168**. A full list of budgeted line items and corresponding expenditures as of November 15, 2017, is included in the attached Appendix A: 350 City Hall Square Financial Summary Report.

### 4. RISK ANALYSIS:

Risks related to this project have been detailed in previous reports to City Council pertaining to this project.

### 5. FINANCIAL MATTERS:

The year-to-date expenditures totalling **\$22,042,168** are summarized as follows:

<i>Description</i>	<i>Amount</i>
<b><i>Design / Permit / Administration:</i></b>	
Consultants (Design/Commissioning)	\$1,671,259
Internal Project Management Costs	\$358,948
Permits (Building, SPC, etc.)	\$200,492
Geotechnical Report	\$98,677
Advertising (Procurement)	\$4,902
<b>Sub-Total</b>	<b>\$2,334,277</b>
<b><i>Construction:</i></b>	
Base Building	\$18,627,869
Relocation of Hydro Transformer	\$384,528
<b>Sub-Total</b>	<b>\$19,012,397</b>
<b><i>Furniture:</i></b>	
Furniture & Equipment	\$3,605
<b>Sub-Total</b>	<b>\$3,605</b>
<b><i>Miscellaneous:</i></b>	
Project Contingency	\$666,587
Public Art/Communications/Events	\$12,704
External Legal Costs	\$12,347
Moving Costs	\$251
<b>Sub-Total</b>	<b>\$691,889</b>
<b>Total</b>	<b>\$22,042,168</b>

**6. CONSULTATIONS:**

N/A

**7. CONCLUSION:**

The comments within this report along with Appendix A: 350 City Hall Square Financial Summary Report, outlining the budgeted line items and corresponding expenditures are being provided to the New City Hall Steering Committee for information purposes. As at November 15, 2017 the project is progressing on budget and is also progressing within expected project timelines.



**David Soave**  
Manager, Operating Budget Development  
& Financial Administration



**Joe Mancina**  
Chief Financial Officer/City Treasurer and  
Corporate Leader Finance and Technology



**Wadah Al-Yassiri**  
Project Administrator

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**APPENDICES:**

**Appendix A: 350 City Hall Square Financial Summary Report**

**DEPARTMENTS/OTHERS CONSULTED:**

**Name:**

**Phone #: 519            ext.**

**NOTIFICATION :**

Name	Address	Email Address	Telephone	FAX

APPENDIX A: 350 CITY HALL SQUARE - FINANCIAL SUMMARY REPORT as at November 15, 2017

Description	Approved Budget \$	Current Expenditures / Revenue	Estimated Future Expenditures / Revenue	Total Estimated Project Expenditures / Revenue	Variance Surplus / (Deficit)
<b>EXPENSES</b>					
<b>Design/Permit/Administration:</b>					
Consultants(design/commissioning)	\$ 2,206,468	\$ 1,671,259	\$ 535,209	\$ 2,206,468	\$ -
Internal PM Costs	\$ 486,281	\$ 358,948	\$ 127,333	\$ 486,281	\$ -
Advertising(procurement)	5,000	\$ 4,902	\$ 98	\$ 5,000	\$ -
Permits(building, SPC, etc.)	147,000	\$ 200,492	\$ -	\$ 200,492	\$ (53,492)
Geotechnical Report	75,000	\$ 98,677	\$ (23,677)	\$ 75,000	\$ -
<b>Subtotal Design/Permit/Administration</b>	<b>\$ 2,919,749</b>	<b>\$ 2,334,277</b>	<b>\$ 638,963</b>	<b>\$ 2,973,241</b>	<b>\$ (53,492)</b>
<b>Construction:</b>					
Base Building	\$ 30,201,137	\$ 18,627,869	\$ 11,573,268	\$ 30,201,137	\$ -
Relocating Hydro transformer	687,000	384,528	302,472	687,000	\$ -
Connecting Canopy	210,000	-	210,000	210,000	\$ -
<b>Subtotal Construction</b>	<b>\$ 31,098,137</b>	<b>\$ 19,012,397</b>	<b>\$ 12,085,740</b>	<b>\$ 31,098,137</b>	<b>\$ -</b>
<b>Furniture</b>					
Furniture & Equipment(assuming 275 staff)	\$ 1,670,000	\$ 3,605	\$ 1,666,395	\$ 1,670,000	\$ -
<b>Subtotal Furniture</b>	<b>\$ 1,670,000</b>	<b>\$ 3,605</b>	<b>\$ 1,666,395</b>	<b>\$ 1,670,000</b>	<b>\$ -</b>
<b>Miscellaneous:</b>					
Parking	\$ 420,000	\$ -	\$ 420,000	\$ 420,000	\$ -
Interim Financing	714,343	-	714,343	714,343	\$ -
Moving Costs	157,500	251	157,249	157,500	\$ -
External Legal Costs(agreement)	300,000	12,347	287,653	300,000	\$ -
Public Art/Communications/Events	250,000	12,704	237,296	250,000	\$ -
Demolition Costs	2,649,500	-	2,649,500	2,649,500	\$ -
Project Contingency	3,757,771	666,587	3,091,184	3,757,771	\$ (0)
<b>Subtotal Miscellaneous</b>	<b>\$ 8,249,114</b>	<b>\$ 691,889</b>	<b>\$ 7,557,226</b>	<b>\$ 8,249,114</b>	<b>\$ (0)</b>
<b>TOTAL GROSS PROJECT COSTS PRIOR TO RECOVERIES</b>	<b>\$ 43,937,000</b>	<b>\$ 22,042,168</b>	<b>\$ 21,948,324</b>	<b>\$ 43,990,492</b>	<b>\$ (53,492)</b>
<b>PROJECT REVENUE</b>					
Building Permits	\$ 147,000	-	200,492	200,492	\$ 53,492
Reduction in Salary Costs in Other Corporate Areas	125,000	-	125,000	125,000	\$ -
Transfer from Capital Project - Civic Esplanade(PLN-021-07)	337,000	150,000	187,000	337,000	\$ -
<b>NET CORPORATE RECOVERIES</b>	<b>\$ 609,000</b>	<b>\$ 150,000</b>	<b>\$ 512,492</b>	<b>\$ 662,492</b>	<b>\$ 53,492</b>
<b>TOTAL CITY COSTS</b>	<b>\$ 43,328,000</b>	<b>\$ 21,892,168</b>	<b>\$ 21,435,832</b>	<b>\$ 43,328,000</b>	<b>\$ -</b>

Note 1: Consultant revised budget includes original budget plus \$400,000 for expansion

Note 2: Base building revised budget includes original budget and building fit-up plus \$4M for expansion



# NEW CITY HALL EXECUTIVE COMMITTEE

## Minutes

August 1, 2017

350 City Hall Sq. E., Walkerville Room

### In Attendance:

#### Executive

#### Committee:

Mark Winterton – Project Sponsor/Chair – City Engineer  
Valerie Critchley – Co-Sponsor/Deputy Chair - City Clerk  
Shelby Askin Hager – City Solicitor  
Joe Mancina – City Treasurer  
Harry Turnbull – Executive Director of Information  
France Isabelle-Tunks – Senior Manager of Development, Projects & ROW  
Onorio Colucci – Chief Administrative Officer

#### Regrets:

Thom Hunt – City Planner

#### Working

#### Team:

Wadah Al-Yassiri – Project Administrator  
Jason Moore – Communications Resource  
Earl Larking – IT Resource  
David Soave – Project Accountant  
Alex Vucinic – Purchasing Manager  
Tom Graziano - Facilities  
Leslie Prieur – Administrative Support

#### Regrets:

Jill Braido – Communications Resource  
Neil Robertson – Planning Resource

### 1. Approval of Minutes/Action Items (June 6, 2017)

New City Hall Executive Committee meeting minutes dated June 6, 2017 are approved.

#### Action Item #1

Wadah notes that now that all the below grade excavation is complete, he will provide a summary of the extra costs of the unsuitable soil remediation for the next Executive Committee meeting.

*This item will be dealt with in the Project Update. Complete*

### Action Item #2

At its May 25, 2017 meeting, the New City Hall Steering Committee directed administration to contact community agencies to determine if there is any interest in partnering to provide food service at the food kiosk in the New City Hall Building. Wadah will reach out to the Mayor's office to obtain a contact and will provide an update for the next meeting.

*This item will be dealt with in the Project Update. Complete*

### Action Item #3

The Executive Committee asks Wadah to work with Purchasing to solicit quotes to engage a move consultant and then bring the results back to the Executive Committee for review.

*This item will be dealt with in the Project Update. Complete*

### Action Item #4

Valerie Critchley advises that an Artifact Sub-Committee will be formed to deal with existing art and artifacts. Cultural Affairs will prepare the catalogue. Any costs for this work that cannot be absorbed within existing departmental budgets (Cultural Affairs and/or Council Services) will be deferred until further information is brought back to the Executive Committee for consideration and direction. Once this listing is completed, a plan will be developed to indicate where these artifacts will be displayed and/or stored. Wadah will coordinate this with Cathy Masterson.

*This item will be dealt with in the Project Update. Complete*

## 2. **Project Update**

Wadah reviews the Project Update.

Construction is ongoing. Project is on schedule.

A Construction Progress Table dated July, 2017 is included in the project update for reference.

Contractor is finishing fire proofing spray for all floors and roof installation. Infrastructure work for the fibre optics infrastructure along City Hall Square West and South is ongoing.

Wadah is confirming equipment requirements for the New City Hall council chambers and other departments.

Wadah asks the Executive Committee to approve the Change Order 85 – Soil Conditions at Footing 1-D in the amount of \$73,929.42. This is the last change order related to unsuitable soil remediation.

Wadah advises that the total amount of the extra costs incurred for unsuitable soil remediation is \$231,551 (including CO 85). He notes that he carefully reviewed and negotiated to reduce this price as much as possible but ultimately there was a large amount of contaminated soil on the site that had to be dealt with. This work is now completed.

Motion:

The New City Hall Executive Committee APPROVES Change Order 85 in the amount of \$73,929.42 to be charged to project contingency.

Carried.

A meeting was held with representatives of Community Living to review details regarding food service at the food kiosk in the New City Hall building. Community Living will review and provide the City with an expression of interest by the next executive meeting in October. Alex Vucinic advises that the expression of interest will be given to the executive committee for review and to determine whether or not to issue a RFP.

**(Action: W. Al-Yassiri)**

The City received one proposal on the RFP for a move consultant from Colliers Project Leaders. Wadah states that through negotiation, the price was reduced by approximately \$3,000 to \$24,950 plus HST and inclusive of all expenses. They indicated that from their experience the move should be able to be completed in three days (Friday, Saturday and Sunday).

Motion:

The New City Hall Executive Committee APPROVES retaining Colliers Project Leaders as the move consultant at a cost of \$24,950 plus HST inclusive of expenses. This will be charged to the consulting budget.

Carried.

Wadah briefly reviews the letter provided by the Manager of Cultural Affairs and the Acting Executive Director, Recreation and Culture dated June 22, 2017 regarding art and artifacts

cataloguing of 350 City Hall Square. The letter states that Cultural Affairs can absorb some of the required tasks in their existing budget; however, they advise additional temporary staff will be required to catalogue approximately 315 International Relations Items, as well as an unknown number of other corporate items stored in the basement. As well, art that is currently hanging in meeting rooms and offices requires evaluation. Mayors' photos also need to be evaluated and reframed. The estimated cost for temporary front line staff to perform these duties is \$10,000.

Motion:

The New City Hall Executive Committee APPROVES payment of up to \$10,000.00 for services provided by Cultural Affairs for art and artifacts cataloguing at 350 City Hall Square. This will be charged to Public Art/Communications/Events.

Carried.

Tom Graziano states that additional equipment will be required by Facilities for the new building. He asks if this will be charged to the project budget or Facilities budget. France advises that this equipment was not accounted for within the project budget. Tom will prepare an estimate for additional equipment requirements for the next executive Committee meeting.

**(Action: T. Graziano)**

Wadah notes that a tour of the new city hall will be scheduled for the executive committee in the fall.

**(Action: W. Al-Yassiri)**

Mark asks if there are plans to save the religious quote on the north face of 350 City Hall during the demolition. Wadah responds that the quote will be saved approximately one metre above the verse. It is hoped that it can be incorporated into the future civic plaza design.

The New City Hall Executive Committee accepts the Project Update.

### 3. Financial Update

Dave Soave reviews the financial report.

There is \$3,191,462.45 remaining in contingency.

The New City Hall Executive Committee accepts the Financial Update.

#### 4. Issues List

Wadah reviews the Issues List.

Legal Department is currently working on contract language for the District Energy agreement. Tom anticipates receipt of District Energy pricing after October, 2017.

Jason Moore provides a draft rendering of the plaque for the cornerstones. This has not been approved. He is meeting with the Masons August 2, 2017. The relocation ceremony is scheduled for Saturday September 30, 2017 from 11:00 to noon. He will send out a notice.

#### 5. New Business

##### Disposal of Obsolete Furniture & Equipment – 350 City Hall

Alex Vucinic advises that the current inventory control process will not be sufficient for this process. He contacted some recovery/restoration companies to get a quote on inventory control services and took them on a walk-through of City Hall to show the scope of the project. We received two quotes with the quote from Contents Processing Centre being the lowest at \$7,885.08 plus HST.

Purchasing will lead this initiative. Obsolete free standing furniture and equipment will be sold via on line auction by lots based on the inventory received from Contents Processing Centre once 350 City Hall has been vacated. A reserve price will be set. Gov Deals will take care of everything else. The purchaser has ten days to contact Gov Deals, come on site, dismantle and transport furniture/equipment at their own cost.

##### Motion

The New City Hall Executive Committee APPROVES retaining Contents Processing Centre to prepare an inventory of free standing furniture and equipment at 350 City Hall Sq at a cost of \$7,885.08 plus HST to be charged to consulting budget .

Carried.

#### 6. Next Meeting

The next New City Hall Executive Committee meeting is September 13, 2017 at 3:00 pm in the Walkerville Room, 350 City Hall Square.

# NEW CITY HALL EXECUTIVE COMMITTEE

## Minutes

September 11, 2017

350 City Hall Sq. E., Walkerville Room

### In Attendance:

#### Executive Committee:

Joe Mancina – City Treasurer  
Steve Vlachodimos – for Valerie Critchley – Co-Sponsor/Deputy Chair – City Clerk  
France Isabelle-Tunks – Senior Manager of Development, Projects & ROW  
Trevor Kezwer – for Shelby Askin Hager – City Solicitor

#### Regrets:

Mark Winterton – Project Sponsor/Chair – City Engineer  
Valerie Critchley – Co-Sponsor/Deputy Chair - City Clerk  
Thom Hunt – City Planner  
Shelby Askin Hager – City Solicitor  
Harry Turnbull – Executive Director of Information  
Onorio Colucci – Chief Administrative Officer

#### Working Team:

Wadah Al-Yassiri – Project Administrator  
Jan Wilson – Parks, Recreation, Culture & Facilities  
Jill Braido – Communications Resource  
Earl Larking – IT Resource  
David Soave – Project Accountant  
Alex Vucinic – Purchasing Manager  
Tom Graziano - Facilities  
Josie Liburdi - Projects Resource  
Neil Robertson – Planning Resource  
Leslie Prieur – Administrative Support

#### Regrets:

Jason Moore – Communications Resource

### 1. Approval of Minutes/Action Items (August 1, 2017)

New City Hall Executive Committee meeting minutes dated August 1, 2017 are approved.

### Action Item #1

A meeting was held with representatives of Community Living to review details regarding food service at the food kiosk in the New City Hall building. Community Living will review and provide the City with an expression of interest by the next executive meeting in October. Alex Vucinic advises that the expression of interest will be given to the executive committee for review and to determine whether or not to issue a RFP.

*This item will be added to the Issues List. COMPLETE*

### Action Item #2

Tom Graziano states that additional equipment will be required by Facilities for the new building. He asks if this will be charged to the project budget or Facilities budget. France advises that this equipment was not accounted for within the project budget. Tom will prepare an estimate for additional equipment requirements for the next executive Committee meeting.

*Tom advises Facilities will require one new floor scrubber at an approximate cost of \$15,000. He will provide the actual cost for this equipment at the next executive committee, to be considered for funding out of the project contingency.*

**(Action: T. Graziano)**

### Action Item #3

Wadah notes that a tour of the new city hall will be scheduled for the executive committee in the fall.

*Wadah will provide a couple of options for dates in October for the tour. He reminds everyone that proper safety attire will be required.*

**(Action: W. Al-Yassiri)**

## 2. **Project Update**

Wadah reviews the Project Update.

Construction is ongoing. He estimates the building is approximately 60% overall complete. Fit up is expected to begin in March and take approximately 6 weeks. Occupancy remains on schedule.

A Construction Progress Table dated August, 2017 is included in the project update for reference.

Wadah continues to coordinate with various city departments regarding high density files and storage needs.

Work is ongoing with Cogeco and Bell regarding their existing plant along City Hall Square East and South.

An updated construction video will be available on YouTube in the next few days.

The New City Hall Executive Committee accepts the Project Update.

### **3. Financial Update**

Dave Soave reviews the financial report.

There is \$2,712,816.64 remaining in contingency.

Wadah advises that a change order is being prepared in the amount of \$33,933.90 for the change from carpet tile to porcelain tile on the 3<sup>rd</sup>, 4<sup>th</sup>, and 5<sup>th</sup> floors. This was the result of a request from Facilities for maintenance purposes and it will have no impact to the schedule.

The New City Hall Executive Committee accepts the Financial Update.

### **4. Issues List**

Wadah reviews the Issues List.

Tom advises we are waiting on Enwin to finalize agreements with other customers. He hopes to have the draft District Energy agreement by December.

City administration met with representatives of the Community Living Agency. Discussion is ongoing. Wadah will provide further information at the October Executive Committee meeting.

### **5. New Business**

The following items are deferred to the November 7, 2017 Executive Committee meeting:

1. Closing of the East entrance to NCH to the public and making it an employee only entrance
2. Access for employees/public to the 3-5th floors in the NCH



3. New City Hall meeting rooms – Outlook controls
4. Discussion on queuing system for first floor.

**6. Next Meeting**

The next New City Hall Executive Committee meeting is November 7, 2017 at 1:00 pm in the Walkerville Room, 350 City Hall Square.

Minutes taken by: Leslie Prieur

Minutes reviewed by: Wadah Al-Yassiri