



Report to FIG

DATE: November 14, 2017

TO: Finance and Intergovernmental Committee

FROM: Community Recreation Complex Team

SUBJECT: OCTOBER MONTHLY REPORT

BACKGROUND:

Monthly reports are being provided on the project to ensure Committee is aware of the status of the project. This report will cover the project status to the end of October, 2017.

MONTHLY SUMMARY REPORTS:

For the October period, the following report is attached:

1. Owner's Representative Progress Report #6 – Tango, dated September, 2017

Due to the timing of this report, the October Tango report will be included with the November monthly report.

Tango's primary role is to be the City's eyes and ears on the project, both through regular supervision of the activities on site and the documentation associated with construction (such as test results and schedule), as well as assist with the responsibilities of the City (owner) under the design-build contract. These include procurement of fixtures, furniture and equipment (FF&E), change order management, and commissioning. A detailed listing of the scope of services is provided as an attachment to this report. The monthly reports provided by Tango are a summary of the services that they are providing under their contract with the City.

COMMUNICATION ACTIVITIES:

The following communication activities were undertaken through October of 2017:

- Work in progress to post regular video feed of construction site on website. Completed drone video footage of the pile driving and construction work.
- Regular in-person and email communication between staff and facility users on any changes related to programming, parking and general construction activity updates.

- Feedback received at the September stakeholder group meeting and the October 18 meeting with the Wilson Board was used to create new directional signage outside of facility and way finding within the site.
- Volunteer facility hosts continue to support patrons with information about parking, activity schedules and program locations.
- Information boards and info sheet continue to be available at facilities and at City events.
- Biweekly update meetings are scheduled involving Recreation Managers, Library Manager and Ventana Site Supervisors, to share information about weekly construction site and facility activities and needs.
- Ongoing communications and advertising to inform residents that the facility is open during construction.

The September project dashboard, which will be available on the website, is attached to Tango's latest monthly report.

RECREATION CENTRE PARTICIPATION:

Arena:

Participation in registered and drop in ice programs for October 2017 is similar to October 2016; however, the number of school bookings, specifically non-prime ice use by hockey academies has decreased, resulting in \$4000 less revenue. The reduction in ice use by the hockey academies was not related to the construction. It is anticipated that more school bookings will be made closer to the holiday season.

Adult and Seniors:

For fall 2017 there are 73 adult and senior registered programs running, down from 103 in fall 2016. Drop in activity participation is estimated to be 30% less than 2016.

Concession and Kitchen:

Concession revenues for October 2017 were down \$3900 which is a 52% decrease from October 2016. Kitchen revenues are down \$1600 for the month compared to 2016 which is a 36% decrease.

Youth:

Participation in youth late night skate continues to be strong with 100 or more youth attending, which is an increase from October 2016. Increasing activities in the main lobby has been well received such as table tennis and board games, and youth are visiting the lobby lounge as well. More outreach to youth through school visits and social media was done in October to increase awareness of opportunities at the Recreation Centre.

DESIGN AND CONSTRUCTION ACTIVITIES:

The primary activity on site in October was the continuation of the pile driving.

The project team had two key meetings with Ventana and A49 this month. The first was on the selection of materials and finishes for all areas. This work builds on the materials that were provided at the September stakeholder meeting, and the full range of materials/finishes will be provided at the next stakeholder meeting in November.

The second key meeting was regarding security and access control within the building. A key area of focus for the team was how the City will manage “paid zones” in the facility. From a design perspective the project team is trying to balance the competing interests of creating an open and welcoming community center where people are encouraged to gather, with one which includes gates or other mechanisms intended to ensure people accessing the facility have paid for their use. We also wish to maximize revenues and gather information about how the facility is being used to improve programming through this management process. For example, in Hyde Creek (and other community recreation facilities) this is achieved via a rotating colored wrist band system. This system however requires all users (regardless if they already have a pass) to go through a main reception area, creates waste, can be uncomfortable to users and has relatively high ongoing operational costs. On the other end of the spectrum, some facilities have electronic turnstiles, which allow for users to “tap” in electronically without going through reception, but these come with other operational challenges. At this point, the design team has not made a decision on what direction to take and we will be investigating additional options for further discussion with the stakeholder group.

The Building Division issued a building permit October 26th, 2017 and Phases 1A and B (Rink 2 and 3 and the library) are approved for construction. Phase 1C drawings (aquatic centre/cafeteria/exercise gym) have been submitted for review.

BUDGET UPDATE:

A summary of the total project costs expensed as of October 31, 2017 is as follows:

Item	Total Expenses to Date	Original Budget	Revised Budget
Ventana Pre-Contract Work	\$983,000	\$983,000	\$983,000
Ventana Design-Build Contract*	\$12,898,513.43	\$116,717,000	\$119,915,696.60
Project Management	\$395,882.11	\$1,500,000	\$2,050,000
Legal	\$86,919.98	Incl. above	\$150,000
Furniture, Fixtures and Equipment	\$0	\$3,900,000	\$3,750,000
Off-Site Improvements	\$7,775.50	\$3,000,000	\$2,730,002.50
Onsite works (service fees, etc)	\$23,425.19	Incl. in other	Incl. in other
Communications/Signage	\$11,774.91	Incl. in other	\$30,000
Contingency/Other		\$6,000,000	\$2,491,300.90
Total Project	\$14,407,291.12	\$132,100,000	\$132,100,000

*Prepayment amount of \$5M has been paid as per the contract and is not included in above totals.

FINANCING UPDATE:

The city will continue to use internal reserve funding through 2017 and early 2018. Cash flow projections and forecast interest rates will continue to be monitored to determine the best strategy on borrowing and use of reserve funds.

UPCOMING WORK:

Piling work will continue through November. The stakeholder group is scheduled to meet on November 29, 2017, with a primary focus on materials and finishes in each of the spaces.

Prepared by Community Recreation Complex Team

Attachments: Tango September monthly report and dashboard
Tango Scope of Services