



**CITY OF KINGSTON**  
**INFORMATION REPORT TO COUNCIL**

Report No.: 08-034

**TO:** Mayor & Council

**FROM:** Cynthia Beach, Commissioner, Sustainability & Growth Group

**RESOURCE STAFF:** Speros Kanellos, Director, Growth & Initiatives  
 Barclay Mayhew, Director, Project Development  
 Lanie Hurdle, Director, Project Development

**DATE OF MEETING:** 2007-12-18

**SUBJECT:** **PROJECT STATUS REPORTS:**  
 Grand Theatre Building Improvement Project  
 Multiplex Community Centre  
 Kingston Regional Sports & Entertainment Centre

**EXECUTIVE SUMMARY:**

In response to Council's request for monthly project status reports for each of the Group of Seven projects, staff in Sustainability & Growth has prepared status reports for the Grand Theatre Building Improvement Project, the Multiplex Community Centre Project and the Kingston Regional Sports & Entertainment Centre project for the month of November 2007. These reports are attached as Exhibits A, B and C to this report.

**RECOMMENDATION:**

There is no recommendation as this report is provided for information only.

**AUTHORIZING SIGNATURES:**

**ORIGINAL SIGNED BY COMMISSIONER**  
 Cynthia Beach, Commissioner, Sustainability & Growth Group

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**ORIGINAL SIGNED BY CHIEF ADMINISTRATIVE OFFICER**  
 Glen Laubenstein, Chief Administrative Officer

**CONSULTATION WITH THE FOLLOWING COMMISSIONERS:**

Commissioner Beach, <i>Sustainability &amp; Growth</i>	✓
Commissioner Hunt, <i>Finance &amp; Corporate Performance</i>	✓
Commissioner Thurston, <i>Community Development Services</i>	✓
Commissioner Leger, <i>Corporate Services</i>	✓
Jim Keech, President, <i>Utilities Kingston</i>	N/R

**OPTIONS/DISCUSSION:**

Project status reports are prepared on a monthly basis by project staff directly involved with the implementation of the projects. The monthly project reports are aimed at updating Council and the public on the major aspects of the budget, scope and schedule. The report updates the ongoing risk analysis and any major issues related to the project.

**EXISTING POLICY/BY LAW:**

There is no existing policy/by-law.

**NOTICE PROVISIONS:**

There are no notice provisions to be considered with this report.

**ACCESSIBILITY CONSIDERATIONS:**

There are no accessibility considerations with this report.

**FINANCIAL CONSIDERATIONS:**

There are no financial considerations with this report.

**CONTACTS:**

Cynthia Beach, P.Eng., MCIP, RPP, Commissioner, Sustainability & Growth (613-546-4291, ext. 1150)  
Speros Kanellos, Director, Growth & Initiatives Department (613-546-4291, ext. 3133)  
Barclay Mayhew, Director, Project Development (613-546-4291, ext. 1350)  
Lanie Hurdle, Director, Project Development (613-546-4291, ext. 1231)

**OTHER CITY OF KINGSTON STAFF CONSULTED:**

Gerard Hunt, Commissioner, Finance & Corporate Performance  
Denis Leger, Commissioner, Corporate Services  
Lance Thurston, Commissioner, Community Development Services  
Desiree Kennedy, Director, Financial Services

**EXHIBITS ATTACHED:**

Exhibit A – Grand Theatre Building Improvement Project “Project Status Report – November 2007”  
Exhibit B – Multiplex Community Centre “Project Status Report – November 2007”  
Exhibit C – Kingston Regional Sports & Entertainment Centre “Project Status Report – November 2007”



## Project Status Report

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**Project Name:** Grand Theatre Building Improvement Project  
**Department:** Sustainability and Growth Group  
**Period:** November 1 – November 30, 2007

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**Prepared By:** Speros Kanellos, Director, Growth & Initiatives

Document Owner(s)	Project/Organization Role
Cynthia Beach	Project Sponsor
Speros Kanellos	Project Director

Project Status Report  
Grand Theatre Building Improvement Project  
November 1, 2007 to November 30, 2007

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Grand Theatre Building Improvement Project  
November 1, 2007 to November 30, 2007

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## 1 PROJECT STATUS REPORT PURPOSE

The Project Status Report is a document used as a means of formal monthly reporting on the status of a project to key project stakeholders, including the Council members, Project Sponsor, and CMT.

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## 2 PROJECT STATUS REPORT

### 2.1 Executive Summary

Construction activities remain on schedule and on budget.

As at November 30, 2007 the City had spent approximately \$11.5M. This is equivalent to 68% of the project's approved budget

Stage rigging work is nearing completion. General plumbing and electrical work is ongoing. IT installation is being finalized and the Princess Street sidewalk replacement work is proceeding.

At its November 20, 2007 meeting Council approved that the scope pertaining to the front façade of the building be modified to upgrade the Princess Street facade, improving the lighting and replacing the marquee. Design of this work is progressing. The change in scope does not impact the net overall approved budget of \$17,077,400.

The construction completion date of March 28, 2008 will be followed by an additional month of installation of equipment, for fit-ups and commissioning. The theatre will be ready to host events in May 2008.

As such, staff and consultants are currently planning the operations and subsequent exciting lineup that will grace the theatre stage starting next May.

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Grand Theatre Building Improvement Project  
November 1, 2007 to November 30, 2007

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## 2.2 Project Status Report Details

### Progress of Activities from November 1 - November 30, 2007

#### A) Construction Update

The overall project construction is proceeding on schedule. Construction completion date remains March 28, 2008.

#### Work Completed in November

- ✓ Auditorium painting 95% complete
- ✓ Ductwork being installed in Stage Area 95% complete
- ✓ General heating and plumbing lines throughout, being installed.
- ✓ Electrical conduit being installed in Baby Grand, Auditorium, and Stage, wiring being pulled into conduit.
- ✓ Existing Auditorium and Fly Tower roof 90% complete
- ✓ Steel studs and gypsum board installed in Lobby, second floor Corridor.
- ✓ Exterior ductwork insulation 30% complete
- ✓ Interior windows and glazing being installed
- ✓ Exterior windows and curtain wall installed.
- ✓ Auditorium floor topping 30% complete
- ✓ Auditorium millwork 40% complete
- ✓ Other millwork 5% complete
- ✓ Exterior fire escapes modified / re-installed 70% complete

#### Work Planned For December:

- Continue roofing removals and installation of new roofing system
- General electrical and plumbing throughout
- Metal cladding installation
- Completion of Auditorium floor topping and finish
- Completion of Balcony floor finish
- Painting throughout
- Baby Grand above ceiling sprinklers
- Princess Street concrete paving
- Exterior and interior pavers
- Ongoing millwork installation

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### B) Change Orders

The Grand Theatre Project Office (managed by Speros Kanellos) has the authority to approve changes up to \$50K given that they do not increase the total project budget above the amount approved by Council (\$17,077,400) and they do not affect the final completion date.

The Grand Theatre Project Management Committee has the authority to approve changes from \$50K up to \$200K given that they do not increase the total project budget above the amount approved by Council (\$17,077,400) and they do not affect the final completion date.

Changes above \$200,000 will be directed to Council for review, complete with a recommendation from the Project Management Committee.

In November 2007 the following change orders were approved:

- ✓ 20 Project Office approved Change Orders that totaled \$105,767; and
- ✓ 1 Council approved change order (façade enhancements) that totaled \$175,000.

Approved Change Orders	Number	Amount	Impact on Contingency
Project Office Approved Change Orders	70	\$400,055	\$400,055
Project Committee Approved Change Orders	2	\$167,175	\$167,175
Council Approved Change Orders	1	\$300,000	\$100,000
<b>Total</b>	<b>72</b>	<b>\$867,230</b>	<b>\$742,230</b>

As at November 30, 2007, change orders in the amount of approximately \$361K have been invoiced and included in actual costs to date.

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### C) Management & Operations

Grand Theatre Operations planning is moving along at a fast but controlled pace - focusing on a number of requirements that must be in place before and after the City of Kingston takes possession of the facility after substantial completion of the construction phase. Culture & Recreation staff has been working closely with Growth and Initiatives as well as Facilities Management to ensure that the transition from the construction phase and operations phase is seamless.

Many local and surrounding area presenters and potential future clients have been interviewed over the past several months. There were a number involved in a recent 'round table' discussion facilitated by Novita. Some discussion topics include: rate card, bookings and availability of the facilities, and customer service issues.

The business plan for the Grand Theatre is to be completed in January 2008. An interim operations strategy has been adopted in order to develop and present the 2008 operating budget and a 5 year capital plan for Council's consideration. An interim rate card has been developed so that staff can start accepting bookings and confirming bookings for the main and Baby Grand Theatre in December. Culture & Recreation staff has been working closely with the Communications team in the development of a communications plan and a visual identity request for proposal.

In late November a new 'Cultural Director' position was advertised. The Cultural Director will focus primarily on the operations, management and audience/market development of the Grand for the first several months. Staff will be accepting applications until the middle of December. Interviews for the position will start in early 2008.

On December 12, 2008, an information session for past and potential users of the Grand Theatre is being held at Portsmouth Olympic Harbour. The session will provide a brief history of the Grand's restoration project, an update on construction progress, proposed opening dates, opening plans, and new features found within the newly restored theatre.

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Staff will inform the various groups that expressions of interest in booking both the main theatre and Baby Grand will start that week (December 12) and confirmations for bookings will be sent out the following week for those received thus far. The Baby Grand and main theatre already have a number of holds on dates in 2008.

**D) Budget**

The following table provides a financial snapshot of the approved budget, the actual costs-to-date as at November 30, 2007 and the balance remaining for the project. It should be noted that accounting records for November have not closed and there will still be invoices that come in after the date of this report that are charged against November costs. As at November 30, 2007 the City had spent approximately \$11.5M. This is equivalent to about 68% of the project's approved budget.

Budget Items	Approved Budget	Actual Costs	Balance	% Budget Spent to Date
Phase 1	3,512,000	3,512,000	0	100%
Phase 2 Construction Costs	10,328,000	6,969,875	3,358,125	67%
City Administration	586,450	134,425	452,025	23%
Contracted Services	916,500	496,598	419,902	54%
Contingency	1,734,450	425,965*	1,308,485	25%
<b>TOTAL</b>	<b>\$17,077,400</b>	<b>\$11,538,863</b>	<b>\$5,538,537</b>	<b>68%</b>

\* As at November 30, 2007, \$425,965 of Contingency has been spent. Contingency expenditure is comprised of the following items:

Expended Contingency	Amount
Change Orders	\$360,767
Phase 1 Overrun	\$57,565
Other	\$7,633
<b>Total</b>	<b>\$425,965</b>

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**Façade Scope Change**

At its November 20, 2007 meeting Council approved that the scope pertaining to the front façade of the building be modified in the amount of \$300,000 to provide upgrading the Princess Street facade. Design of this work is progressing. The change in scope does not impact the net overall approved budget of \$17,077,400 as offsetting financing for the \$300,000 is as follows:

Façade Financing:

Grand Theatre Foundation	\$ 200,000
Project Contingency	<u>100,000</u>
Total Scope change – Façade	<u>\$ 300,000</u>

FAÇADE SCOPE CHANGE	Approved Budget	Actual Costs	Balance	% Budget Spent to Date
Total Costs	\$ 300,000	\$ 0	\$ 300,000	0%

**E) Risk Management – Mitigated and Potential Risks**

The City has established some procedures and control for the project including a written process to control any contemplated changes to the approved construction tender. An internal invoice tracking system has been developed and coordinated with Finance Department accounts. All invoices are reconciled with the Finance Department on a monthly basis.

The Grand Theatre Project office has a risk management plan that includes risk management tasks and responsibilities. The project office maintains and updates the risk registry database. Each risk is categorized with an opening date, description, probability and importance. The risks also have a mitigation plan that outlines how each particular risk is handled. Risks and mitigation strategies can change throughout the project. Best practices include the identification of risks and documentation of mitigation.

A summary of key risks facing the project currently include:

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1. Contingency: Need to continually monitor the draw down on contingency in order to handle unforeseen costs that are likely to arise in a renovation project of this magnitude.

Mitigation Update: The project team developed a contingency budget which is continually monitored by the team and PMC.

2. Ongoing Operations: The City is exploring potential business and operating models to ensure the Grand Theatre is run in an efficient and effective manner and in such a way that the optimum balance can be achieved between access to funding from senior governments and providing community benefit through the theatre facility. The City has also applied for a supplemental funding top-up from Cultural Spaces Canada. The funding top-up is dependent upon a new Director being hired and the 2008 operating budget being approved by Council.

Mitigation Update: The City's Culture and Recreation Department has retained the services of Novita, a theatre specialist, to develop a policy, administrative, and financial framework as well as programming design for the theatre. The recruitment of a new Cultural Director has begun with the position being posted through various mediums starting on November 30, 2007.

3. Hotel Dieu Hospital/Chown Parking Expansion: Challenges have arisen as a Design Build/Operate RFP has been issued by Hotel Dieu Hospital to expand the Chown parking garage. There is potential conflict if construction of both projects overlaps. Communications are being led by the City's Transportation Group to inform Hotel Dieu of potential conflicts during construction and operation of both facilities.

Mitigation Update: Issues affecting the Grand theatre project and ongoing operations are being monitored closely by the Project Office while issues affecting the Chown parking garage are monitored by Director of Transportation, Malcolm Morris. The Project Office has articulated the challenges of this issue to the City's Transportation Group and Hotel Dieu Hospital. The Project Office is providing support and information to the City's Transportation Group during ongoing negotiations.

4. Lead Paint: At the end of September, lead paint was discovered at the upper balcony level under the existing grey paint layers on the vertical surfaces of the stairs.

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Mitigation Update: The concentration levels are within acceptable levels and a thick epoxy coating is being applied over the existing affected paint.

5. Neighbourhood Relations: Inquires from neighbours regarding property concerns.

Mitigation Update: Contract documents contain provision for protection to adjacent properties. During mandatory site visits in the tender period, the contractor was shown which property is considered adjacent and the area where protection is required. The Project Office has established a neighbour relations communications protocol to ensure that property concerns are addressed in an engaging and proactive fashion.

#### **F) Major Changes**

The PMC recommended to Council at its November 20, 2007 meeting that improvements be made to the Grand Theatre's front façade. The improvement constitutes a change in scope to the approved project. While the work changes the project's scope, it does not affect the project's overall approved budget of \$17,077,400. The costs to improve the front façade are estimated at \$300,000. The Grand Theatre Restoration Foundation has committed to raising an extra \$175,000 to help fund this work. The project's architects have committed to funding \$25,000. The remaining \$100,000 can be paid out through the project's budget contingency.

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2.3 Project Status Report

<b>Project Name</b>			
Prepared By: <b>Speros Kanellos</b>	Date: <b>November 30, 2007</b>	Reporting Period: <b>November 1, 2007 to November 30, 2007</b>	
Project Overall Status: Construction is on schedule. Costs are within established budget. Scope has changed to include enhanced improvements to front facade.			
<b>Milestone Deliverables performance reporting</b>			
<b>Milestone Deliverables</b>	<b>Due Date</b>	<b>% Completed</b>	<b>Deliverable Status</b>
• Theatrical Equipment Installation	30/11/07	75%	Behind Schedule but no impact on substantial completion
• Millwork - Theatre	23/11/07	40%	Behind Schedule but no impact on substantial completion
• Exterior windows and curtain wall installed	15/11/07	100%	Completed
<b>Milestone Deliverables</b>			
<b>Milestone Deliverables</b>	<b>Due Date</b>	<b>% Completed</b>	<b>Deliverable Status</b>
Milestone 1 – Construction			
• Construction Substantial Completion	16/02/08	75%	On Schedule
• Construction Total Completion	23/03/08	70%	On Schedule
Milestone 2 – Operations			
• Governance	08/10/07	100%	Completed
• Business Plan	01/01/08	65%	On Schedule
• Hiring Cultural Director	15/01/08	30%	Behind Schedule

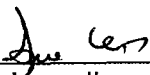
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Project impact of milestone success or failure for project remainder				
Project Risk Management Status				
Risk and Description	Risk Chance	Risk Impact	Risk Priority	Change from Last Review
Operations <ul style="list-style-type: none"> <li>Development of business plan and operating model is needed</li> </ul>	Probable	High	High	Novita is assisting staff on the business plan and operating model. Job posting for position of Cultural Director was posted.
Political/Social <ul style="list-style-type: none"> <li>Encroachments with neighbours abutting to Grand Theatre Property completion.</li> </ul>	Possible	Moderate	Moderate	No change. Discussions with all affected parties have occurred. The project team is drafting formal encroachment agreements.
Political/Social <ul style="list-style-type: none"> <li>Vandalism occurring within building at night and on weekends.</li> </ul>	Probable	Moderate	Moderate	Vandalism occurred once again during November. Motion detectors were installed. The Kingston police force, general contractor and neighbours are all monitoring and mitigating the situation.
Schedule/Budget <ul style="list-style-type: none"> <li>Development and management of project contingency</li> </ul>	Probable	High	High	The project has established a conservative contingency budget to generate a reserve of funds that is estimated to be sufficient to assure successful completion - on time and within total budget. The contingency is continually reviewed by PMC to ensure any unforeseen cost overrides are handled appropriately.

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Grand Theatre Building Improvement Project  
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**3 PROJECT STATUS REPORT APPROVALS**

Prepared by   
Speros Kanellos, Project Director

Approved by   
Cynthia Beach, Commissioner  
Project Sponsor



EXHIBIT B

## Project Status Report

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**Project Name:** Kingston Regional Sports and Entertainment Centre

**Department:** Sustainability and Growth Group

**Period:** November 1, 2007 – November 30, 2007

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**Prepared By:** Lanie Hurdle, Director of Project Development

Document Owner(s)	Project/Organization Role
Cynthia Beach	Project Sponsor
Lanie Hurdle	Project Director

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    Appendix 4.1: Change Orders Log

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## 1. PROJECT STATUS REPORT PURPOSE

The Project Status Report is a document used as a means of formal monthly reporting on the status of a project to key project stakeholders, including Council members, Project Sponsor, and CMT.

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## 2. PROJECT STATUS REPORT

### 2.1 Executive Summary

Construction activities that took place during November include mechanical and electrical rough ins, completion of roofing system, windows and limestone work. Work in the next month will continue on limestone, windows, landscaping and work on some interior finishes including block work, floor tile and drywall. Most of the landscaping/sidewalk work has been completed. The building is enclosed except for doors and some windows still outstanding in an area where limestone is still being installed. EllisDon has set up tarps in some areas to provide an enclosed environment that allows interior work to continue with temporary power. Power on and heat was turned on in early December.

The contingency fund is at about 75% remaining. Site preparation costs, final archaeological costs and costs related to a delayed opening will be charged to the contingency. The total is estimated at \$221,472. Expenditures already incurred and estimated commitments will leave about \$903,892 (60%) in the contingency fund.

Some activities are on schedule. Some construction activities are behind schedule and currently do not have any impact on the critical path.

### 2.2 Project Status Report Details

#### Progress of Activities from November 1 until November 30

##### A) Design & Construction

###### *Interior Design*

A meeting was held with the City's Accessibility Committee to review the signage package. The proposed package meets

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Ontarians with Disabilities Act and the Americans with Disabilities Act standards. Comments from the CNIB have been received and will be integrated where feasible and in collaboration with the Accessibility Committee.

***Interior Acoustics***

The last acoustics report from Engineering Harmonics has been provided to council. As per the report, staff and EllisDon will add tectum and ductliner in various areas of the facility to reduce the reverb time to 2.1 seconds based on an empty facility.

EllisDon has started to install tectum on the upper west wall.

Engineering Harmonics has also provided options to improve acoustics should the City want to improve the performance. The City could add suspended baffles and possibly tectum in some areas. Locations for baffles would have to be reviewed to ensure that there is no interference with operations and rigging point from the flygrid.

Furthermore, Valcoustics is completing an overview of the sound experience within the facility. This overview takes into consideration acoustics and background noise as it relates to mechanical and electrical equipment as well as structural and architectural design. This report will be submitted in December.

***Contemplated Change Notice***

There were two change orders issued in November 2007:

1. Voice and data cabling - \$81,207.41 and;
2. Additional work on fire hydrant - \$1,732.50

See Appendix 4.1 for all change orders issued and anticipated.

***Construction***

Construction activities that took place during November include mechanical and electrical rough ins, completion of roofing system, windows and limestone work. Work in the next month will continue on limestone, windows, landscaping and work on some interior finishes including block work, tile flooring and drywall. Most of the landscaping/sidewalk work has been completed. The building is enclosed except for doors and some windows still outstanding in an

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area where limestone is still being installed. EllisDon has set up tarps in some areas to provide an enclosed environment that allows interior work to continue with temporary power. Power on and heat was turned on in early December.

Critical construction activities will move towards building finishes, food & beverage areas and completion of the mechanical and electrical systems during the month of December.

Subcontractors have been working extended hours and weekends. Most of the work around the site has been completed. There is still some base pavement and some sidewalk work left to do on King and Barrack Streets.

***Frontenac Wall***

Staff has been working with the Ministry of Culture to identify proper steps to handle the repairs of the Frontenac wall. The Ministry of Culture recommended the City retain the services of an archaeologist to provide guidance with work to be completed. Staff has retained the services of Central Archaeologists Group which has scheduled a first site visit in early December. This site visit will allow the archaeologist to comment on the repairs to be done and how they should be done. Staff has also invited members of the historical society group to be involved in the process.

**B) Management & Operations**

***Kingston and District Sports Hall of Fame***

City staff met with members of the Sports Hall of Fame to review the draft memorandum of understanding. Last changes are being made and it is expected that the final agreement will be brought to council in early January.

***Certificate of Approval***

Ministry of Environment recently issued the noise and air Certificate of Approval for the operations of all air handling units, cooling tower and generator. Conditions of operations include the scheduled maintenance of equipment, record keeping of maintenance certificates and testing of generator only during daytime hours.

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***Naming Rights***

Wakeham and Associates and Arcturus SMG have extended the procurement period in order to secure best possible naming deal for the City. They are in serious discussions with two parties and all involved have set critical deadlines with the goal of securing a name on the facility prior to opening.

***Fundraising Campaign***

As of December 3<sup>rd</sup>, the donations are at \$703,114 or 35.2% of the City's \$2 million goal.

November activities included:

The Puck Stops Here promotion continued  
The Kingston Frontenacs, Canadian Tire, Secura Financial Group and 98.3 Fly-FM have partnered to create "The Puck Stops Here, Score for the Home Team" fundraiser in support of the 'Let's build the Kingston Regional Sports and Entertainment Centre Together' Campaign.

Upcoming activities in December will include:

Community leaders will be meeting with campaign representatives on December 7 to provide their input and support on reaching the campaign's \$2 million goal.

The campaign will have a presence at the upcoming Chamber of Commerce Holiday Mixer on Thursday, December 13th from 5:00 until 7:00pm at the Four Points by Sheraton Hotel.

K-Rock is scheduled to launch a promotion in support of the campaign.

**C) Budget**

The following table provides a financial overview of the approved budget, the actuals as of November 30th, 2007, the amounts committed to the project until November 30th and the balance remaining for the project.

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Kingston Regional Sports and Entertainment Centre  
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Budget Items	Approved Budget	Actuals Nov. 30	Invoices to be processed	Balance	Commitments
Base Building (including LEED, catwalk & flygrid)	\$33,222,600	\$23,397,012	\$0	\$9,825,588	\$8,551,988
City Fees	\$1,241,600	\$1,242,287	\$0	\$(687)	\$0
Site Services	\$2,518,700	\$2,262,193	\$700	\$255,807	\$253,000
Furniture, Fixtures & Equipment	\$5,589,670	\$1,800,855	\$0	\$3,788,815	\$171,181
Admin. Construction Mgmt. & Pre-opening	\$2,527,530	\$1,937,197	\$9,000	\$581,333	\$133,935
Honoraria	\$150,000	\$150,000	\$0	\$0	\$0
Contingency Base Building	\$1,500,000	\$287,181	\$75,719	\$1,137,100	\$221,472
Accessible Parking	\$50,000	\$0	\$0	\$50,000	\$0
Operator Contribution	\$(300,000)	\$0	\$0	\$(300,000)	\$0
<b>TOTAL</b>	<b>\$46,500,100</b>	<b>\$31,076,725</b>	<b>\$85,419</b>	<b>\$15,337,956</b>	<b>\$9,331,576</b>

### ***Budget Analysis***

Based on the Finance Department's monthly report, the actual amount spent as of November 30th is \$31,076,725. There is another \$85,419 in invoices received for work completed but not yet processed. This amount does not include EllisDon's invoice for November 2007. This provides for a total of \$31,162,144 spent as of November 30th. The City has spent about 67% of the overall budget.

### ***Commitments***

Commitments refer to all outstanding contractual commitments held by the City, including purchase orders. They include the following:

1. ***Base Building:*** \$31,949,000 which includes base contract amount of \$29,949,000 with \$1,200,000 for LEED Silver and an additional \$800,000 for the catwalk and flygrid. This amount has been reduced by the costs already incurred for this contract and it does not include any change orders as they were not part of the original contract.

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2. Site Services: \$253,000 for work to be completed by Utilities Kingston.
3. FF&E: \$171,181 covers the cost of spectator netting and procurement fee to be paid to Arcturus/SMG for all arena and food and beverage furniture, equipment and fixtures. This amount is part of the Arcturus/SMG contract. It also covers furniture and food and beverage equipment.
4. Admin. Costs and Pre-Opening: \$133,935 includes the following outstanding amounts on purchase orders and invoices:
  - a. Griffith Rankin Cooks/Genivar - \$10,873 outstanding. Purchase order with a total value of \$15,000 to conduct LEED peer review.
  - b. DVA Navion - \$18,713 outstanding. Purchase order with a total value of \$43,000 for Phase 2 of fundraising campaign.
  - c. Parkin Architects - \$16,943 outstanding. Purchase order with a maximum value of \$50,000 for compliance review of drawings.
  - d. Arcturus/SMG – Pre-opening contract provides for a total of \$688,000. There has been \$631,350 spent from that contract, therefore there is an amount of \$56,650 outstanding.
  - e. Pinchin Environmental - \$5,500 outstanding. Purchase order with a value of \$5,500 to complete a contaminant dispersion model and complete the Certificate of Approval application to MOE.
  - f. PMX Inc. - \$17,956 outstanding. Purchase order with a value of \$50,000 to cover phase 5 of project management.
  - g. Valcoustics - \$2,500 outstanding. Purchase order with a value of \$2,500 to provide a review of the overall sound experience. The review is to include mechanical, electrical, structural and architectural elements.

**Project Status Report**  
Kingston Regional Sports and Entertainment Centre  
November 1, 2007 – November 30, 2007

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h. Crossroads Truck Training Academy - \$4,800 outstanding. Purchase order with a value of \$4,800 to provide expertise with the development of the loading dock plan.

***Contingency Fund***

A total of \$374,636 has been spent and committed, leaving \$1,125,364 (75%) in the contingency fund. Transfers of change orders have not yet been processed and therefore are not reflected under the actuals.

It is expected that these services will also have an impact on contingency funds:

1. Site preparation and final archaeological costs including monitoring will also have an impact on the contingency fund. The amount over budget should be around \$40,000.
2. The estimated revised cost of \$170,000 related to the extended pre-opening which will be covered by the contingency fund. This amount includes the extension of the pre-opening contract with Arcturus/SMG, project insurance, staff salaries and benefits.
3. Central Archaeologists Group - Purchase order with a value of \$3,140 to provide guidance on the required repairs of the Frontenac Wall.
4. Temporary traffic light pole at corner of Barrack and Ontario has an estimated cost of \$6,600.
5. Additional work on the fire hydrant will cost \$1,732.50

This provides for a commitment of \$221,472. Expenditures already incurred and estimated commitments outlined above will leave about \$903,892 (60%) in the contingency fund. Any contingency expenditures will be reported to Council on a monthly basis.

**D) Risk Management – mitigated and potential risks**

- Arcturus/SMG has notified staff that they are currently discussing the possibility of leasing sports café space with a company but that it is most likely that the Centre will open with Arcturus/SMG managing both the restaurant and the sports café. There is a \$500,000 unfinanced portion in the budget for the fit out of those two areas. Should Arcturus/SMG operate

**Project Status Report**  
 Kingston Regional Sports and Entertainment Centre  
 November 1, 2007 – November 30, 2007

both the sports café and restaurant, staff will have to identify another \$500,000 in budget savings.

- Ellis Don has indicated that they feel that they will be able to deliver the kitchen at opening but it will be very tight. A contingency plan should be developed by the operator in the event that the kitchen is late. A delay with the kitchen does not impact operations of concessions and sports café.

**E) Change In Scope**  
 No change in scope to report.

**2.3 Project Status Report Template**

<b>Project Name: Kingston Regional Sports &amp; Entertainment Centre</b>		
Prepared By: Lanie Hurdle	Date: 12/05/2007	Reporting Period: 11/01/2007 to 11/30/2007
<p>Construction activities that took place during November include mechanical and electrical rough ins, completion of roofing system, windows and limestone work. Work in the next month will continue on limestone, windows, landscaping and work on some interior finishes including block work, floor tile and drywall. Most of the landscaping/sidewalk work has been completed. The building is enclosed except for doors and some windows still outstanding in an area where limestone is still being installed. EllisDon has set up tarps in some areas to provide an enclosed environment that allows interior work to continue with temporary power. Power on and heat was turned on in early December.</p> <p>Critical construction activities will move towards interior finishes and completion of the mechanical and electrical systems during the month of December and preparation of the food and beverage areas to accept food preparation equipment.</p> <p>The contingency fund is at about 75% remaining. Site preparation costs, final archaeological costs and costs related to a delayed opening will be charged to the contingency. The total is estimated at \$221,472. Expenditures already incurred and estimated commitments will leave about \$903,892 (60%) in the contingency fund.</p> <p>Some activities are on schedule. Some construction activities are behind schedule and currently do not have any impact on the critical path.</p>		

**Project Status Report**  
Kingston Regional Sports and Entertainment Centre  
November 1, 2007 – November 30, 2007

**Milestone Deliverables performance reporting - For the Period of November 2007**

<b>Milestone Deliverables</b>	<b>Due Date</b>	<b>% Completed</b>	<b>Deliverable Status</b>
<b>Milestone 1 – Construction &amp; Design</b>			
• Roof structure	11/30/2007	100%	On schedule
• Award of cabling service	11/15/2007	100%	On schedule
• Curtainwall and glazing	11/20/2007	90%	Behind schedule
• Power on and heat	11/19/2007	95%	On schedule
<b>Milestone Deliverables</b>	<b>Due Date</b>	<b>% Completed</b>	<b>Deliverable Status</b>
<b>Milestone 2 – Operations</b>			
• Launch event ticket sale	11/20/2007	80%	Behind schedule. This was delayed due to selection of ticket supplier
• Conduct public consultation on draft policy for community suite allocation	11/30/2007	100%	On schedule
• Finalize Memorandum of Understanding with Sports Hall of Fame	12/07/2007	90%	On schedule
• Finalize recommendation for operation of sports café and restaurant	11/20/2007	95%	Behind schedule. This is due to recent discussion with a third party for the Sports Café.

**Project Status Report**  
Kingston Regional Sports and Entertainment Centre  
November 1, 2007 – November 30, 2007

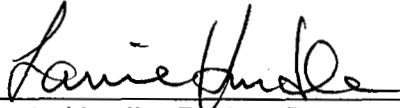
**Milestone Deliverables scheduled for completion over next period (December 2007)**

<b>Milestone Deliverables</b>	<b>Due Date</b>	<b>% Completed</b>	<b>Deliverable Status</b>
<b>Milestone 1 – Construction &amp; Design</b>			
• Rink slab	12/30/2007	95%	On schedule
• Equipment check out	01/02/2008	0%	On Schedule
• Curtainwall and glazing	12/20/2007	100%	Behind schedule but areas of concerns are enclosed
• Power on and heat	12/05/2007	95%	On schedule
<b>Milestone 2 – Operations</b>			
• Launch event ticket sale	12/14/2007	100%	Behind schedule due to final selection of ticket supplier
• Finalize the community suite policy and prepare council report	01/08/2008	100%	On schedule
• Finalize Memorandum of Understanding with Sports Hall of Fame and prepare council report	01/08/2008	100%	On schedule
• Finalize recommendation for operation of sports café and restaurant	01/09/2007	100%	Behind schedule. This is due to recent discussion with a third party for the Sports Café.

**Project Status Report**  
Kingston Regional Sports and Entertainment Centre  
November 1, 2007 – November 30, 2007

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**3 PROJECT STATUS REPORT APPROVALS**

Prepared by   
Lanie Hurdle, Project Director

Approved by   
Cynthia Beach, Commissioner  
Project Sponsor

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**4 APPENDICES**

**Appendix 4.1: Change Orders Log**

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APPENDIX 4.1 Change Orders Log

CCO #	DESCRIPTION	APPROVED/ ISSUED	ANTICIPATED/ ESTIMATED	ESTIMATED BUDGET	CONTINGENCY DRAW DOWN	NOTE
001	Catwalk & Flygrid	\$800,000		\$800,000	\$0	
002	Interior Design - Including marketing perspective	\$94,363		\$108,000	\$0	
003	Environmental work - November 2006	\$159,629		\$505,000	\$0	
004	Environmental work - December 2006	\$340,000			\$0	This CCO #004 does not cover all environmental costs. Total paid for environment is \$499,629.
005	Mechanical and electrical design fees for the concessions and kitchen fit out	\$87,780		\$88,000	\$0	
006	Webcam allowance	(\$6,500)		(\$6,500)	\$0	Credit to the City
007	Ecology units	\$124,352		\$140,000	\$0	
008	Installation and commissioning of underground services to food and beverage areas.	\$77,038		\$78,000		Funds are within the mechanical & electrical F&B work budget.
009	Environmental work - December - February	\$250,000		\$0	\$250,000	Draw down on contingency
010	Structural Expansion for additional 1,000 seats	\$384,100		\$384,100		Change in scope approved by Council.
011	Scoreboard	\$27,070		\$45,000		This amount is above the \$500,000 budget cash allowance. Additional cost funded from base building account.
012	Mechanical and Electrical work for all food and beverage areas.	\$935,540		\$956,448		This covers all concessions, kitchen, sports café, restaurant and club lounge
013	Management and Coordination of Food and Beverage construction work.	\$221,760	\$0	\$222,000		
014	Increase Landscaping cash allowance	\$72,180	\$0	\$0	\$72,180	Cash allowance under EllisDon's contract was \$200,000.
015	Fire Hydrant	\$15,275	\$0	\$0	\$15,275	Added as a safety measure as per Fire Departments recommendation.
016	Voice and data cabling	\$81,207	\$0	\$95,000		
017	Additional work - Fire hydrant	\$1,732	\$0	\$0	\$1,732	There will be a few additional costs related to this change.
018	155 TR ice plant upgrade		\$12,000	\$12,000	\$0	
019	Add two follow spots		\$7,500	\$7,500	\$0	
020	Architectural finishes for food and beverage		\$380,000	\$405,000	\$0	Millwork and minor architectural work is not included in this amount.
	<b>TOTAL</b>	<b>\$3,665,529</b>	<b>\$399,500</b>	<b>\$3,839,548</b>	<b>\$339,187</b>	



## Project Status Report

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**Project Name:** Multiplex Community Centre  
**Department:** Sustainability and Growth Group  
**Period Covered:** November 1, 2007- November 30, 2007

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**Prepared By:** Barclay Mayhew, Director Project Development

Document Owner(s)	Project/Organization Role
Cynthia Beach	Project Sponsor
Christine Hannaford	Project Coordinator

Multiplex Community Centre  
Sustainability and Growth Group  
Project Status Report

November 1-November 30, 2007

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Multiplex Community Centre  
Sustainability and Growth Group  
Project Status Report

November 1-November 30, 2007

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## 1 PROJECT STATUS REPORT PURPOSE

The Project Status Report is a document used as a means of formal monthly reporting on the status of a project to key project stakeholders, including the Council members, Project Sponsor, and CMT.

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## 2 PROJECT STATUS REPORT

### 2.1 Executive Summary

The Multiplex Community Centre project continues to be on schedule to meet the substantial construction completion date of March 28, 2008.

The RFP for the Fitness Centre closed November 21, 2007 and the evaluation process is underway.

The advertisement for the Way Finding signage RFP will appear in the Kingston Whig Standard on December 4, 2007 with a closing date of January 9, 2008.

### 2.2 Project Status Report Details

#### Progress of Activities from September 1<sup>st</sup> until September 30<sup>th</sup>

##### A) Design & Construction

The surround slabs have been formed in rinks # 2 and # 3 and insulation of the floor has begun in rink # 2. Lower layer of sand is being placed in rink # 3 with warm header piping to follow.

Work on the installation of exterior insulated panels is in progress. Weekend shifts are being scheduled to expedite the enclosure of the building. Glazing units for the exterior walls have started to arrive on site.

Paving of the parking lot is underway. Asphalt is complete in the north parking lot and line painting has begun. It is expected that the south and east areas will be completed in early December.

Multiplex Community Centre  
Sustainability and Growth Group  
Project Status Report

November 1-November 30, 2007

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Landscaping work and installation of planter walls are nearing completion. The sidewalk is formed and will be completed shortly when weather conditions are suitable.

Concrete floors in the concourse area have been poured.

Roofing work is continuing.

## **B) Operations, Marketing & Naming Rights**

### ***Operations***

#### ***Naming Rights***

The contract for Wakeham & Associates to act as an independent third party to finalize naming rights and advertising possibilities for the Multiplex will be finalized shortly. Updates on all advertising opportunities will be provided in the December status report.

#### ***Sports Tourism***

KEDCO is undertaking a new survey on Sports Tourism. The Director, Project Development is holding regular meetings with Sports Tourism staff.

#### ***Concession RFP***

All design features and layout have been finalized with Brown's Fine Foods. The full costing will be available in approximately two weeks with construction to follow.

#### ***Fitness Centre RFP***

The RFP for the Fitness Centre closed November 21, 2007 and two proposals have been received. A financial analysis is underway. Evaluations will be finalized and a report prepared for Council in January 2008.

#### ***Way Finding Signage RFP***

The RFP for the design and installation of way finding signage will be advertised December 4, 2007 with a closing date of January 9, 2008.

#### ***FF&E***

Fleet Services have issued a tender for the ice resurfacers. Contracts for the auto floor scrubbers have been awarded as part of an RFP for Artillery Park. Delivery is anticipated in early spring. Final decisions on the purchase of facility furniture will be done shortly.

Multiplex Community Centre  
Sustainability and Growth Group  
Project Status Report

November 1-November 30, 2007

### Budget

The following table provides a financial overview of the approved budget, the actuals as of November 30, the amounts committed to the project until November 30 and the balance remaining for the project.

Budget Items	Approved Budget	Actuals November 30 2007	Invoices to be processed	Balance	Committed
Base Building	\$26,353,030	\$ 17,110,238	\$1,659,452	\$7,583,340	\$7,583,340
Repurposing	\$50,000	\$14,286	\$0	\$35,714	\$0
Professional Fees	\$912,000	\$551,731	\$0	\$360,269	\$0
Contingencies	\$2,502,500	\$633,663	\$0	\$1,868,837	\$87,272
Permits & Fees	\$1,938,370	\$1,802,418	\$0	\$ 135,952	\$0
Furniture, Fixtures & Equipment	\$971,850	\$0	\$0	\$971,850	\$78,336
Land Acquisition	\$880,000	\$880,000	\$0	\$0	\$0
<b>Total</b>	<b>\$33,607,750</b>	<b>\$ 20,992,336</b>	<b>\$1,659,452</b>	<b>\$10,955,962</b>	<b>\$7,748,948</b>

### Budget Analysis

Based on the Finance Department's monthly report, the actual amount spent as of November 30 is \$20,992,336. PEAK'S November invoice that is currently being processed brings the total amount spent as of November 30 to \$22,651,788. The City has spent approximately 67% of the overall budget. This cost covers design work, site, concrete, masonry, pre-engineered buildings, mechanical, refrigeration, electrical site services and grounding, as well as administrative costs.

The committed column for contingencies includes the cost increase for Change Orders # 003 and # 004.

Multiplex Community Centre  
Sustainability and Growth Group  
Project Status Report

November 1-November 30, 2007

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***Contingency Fund***

Change Orders # 003 and #004 are covered by the contingency funds. The balance in the contingency fund after payment of Change Order # 003 and #004 is approximately \$1.78 million.

**Commitments:**

Refer to all outstanding contractual commitments held by the City, including purchase orders. They include the following:

1. Peak Engineering & Construction Ltd.: Original contract amount of \$26,353,030. This amount is reduced by the costs already incurred for this contract and it does not include any change orders as they were not part of the original contract.
2. Professional Fees: \$70,000 includes the following amounts on purchase orders:
  - a. Griffiths Rankin Cook/Genivar – up to \$50,000 to complete compliance and peer review of Structural, Foundation, Mechanical, Electrical and Design Plans submitted by design builder.
  - b. K.C. Kelly and Associates – up to \$18,000 for review of monthly progress draws, contemplated change orders and site support.
3. FF&E  
SouthEastern Telecommunication Services – \$78,336 to complete the installation and provision of cabling and telecommunications equipment. The Purchase Order is issued in accordance with the City of Kingston's sole source agreement with SouthEastern. This costing is included in the committed column for Furniture, Fixtures and Equipment.
4. Change Orders:  
No Change Orders have been issued in the month of November

**C) Risk Management – mitigated and potential risks**

All high area risks have been mitigated and staff has no current concerns.

Multiplex Community Centre  
Sustainability and Growth Group  
Project Status Report

November 1-November 30, 2007

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**D) Major Changes**

There are no major changes to date.

**E) Issues**

There were no issues in November.

Multiplex Community Centre  
Sustainability and Growth Group  
Project Status Report

November 1-November 30, 2007

**Project Status Report**

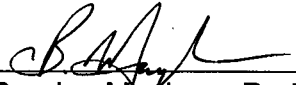
<b>Project Name: Multiplex Community Centre Project</b>			
Prepared By: Barclay Mayhew		Reporting Period: <b>November 1-November 30, 2007</b>	
Project Overall Status: There have been schedule changes to some deliverables but there is no impact on substantial completion which continues to be March 28, 2008.			
<b>Milestone Deliverables performance reporting</b>			
<b>Milestone Deliverables</b>	<b>Due Date</b>	<b>% Completed</b>	<b>Deliverable Status</b>
Milestone 1 – Construction			
• Mechanical	03/21/2008	55%	On Schedule
• Masonry	12/11/2007	89%	On Schedule
Structural Steel			
• Rink Structures	05/07/2007	100%	Completed
• Main Concourse Structure & Decking	10/05/2007	98%	Behind Schedule – no impact on critical path
• Sprinklers	11/02/2007	54%	Behind Schedule no impact on critical path
• Refrigeration	02/22/2008	65%	On Schedule
• Electrical	03/21/2008	65%	On Schedule
• Finish Site work	1/04/2008	45%	On Schedule
• Rink Slab Preparations	01/18/2008	59%	On Schedule
Milestone 2 – Operations			
• Naming Rights – Sales & Marketing Plan	12/30/2007	60%	On Schedule
• Policies - Ice Allocation, Community Storage and User Group Offices/Meeting Rooms	01/31/2008	75%	On Schedule
• FF & E Ordering	12/30/2007	30%	On Schedule

Multiplex Community Centre  
Sustainability and Growth Group  
Project Status Report

November 1-November 30, 2007

Milestone Deliverables scheduled for completion over next period			
Milestone Deliverables	Due Date	% Completed	Deliverable Status
Milestone 1 – Construction			
• Insulated Metal Walls	12/10/2007	20%	On Schedule
• Concrete Slabs on Grade	11/22/07	89%	Behind Schedule no impact on critical path
• Steel Stud Framing	12/26/2007	20%	On Schedule
• Rolling Metal Fire Doors	12/21/2007	0%	On Schedule
• Sectional Overhead Doors	12/07/2007	25%	On Schedule
Project impact of milestone success or failure for project remainder			
None at this point.			

### 3 PROJECT STATUS REPORT APPROVALS

Prepared by   
Barclay Mayhew, Project Director

Approved by   
Cynthia Beach, Commissioner  
Project Sponsor

Multiplex Community Centre  
Sustainability and Growth Group  
Project Status Report

November 1- November 30, 2007

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## **4 APPENDICES**

There are no appendices attached to this report.



**CITY OF KINGSTON  
INFORMATION REPORT TO COUNCIL**

**Report No.: 08-038**

**TO:** Mayor and Council

**FROM:** Gerard Hunt, Commissioner of Finance and Corporate Performance

**RESOURCE STAFF:** Janis Morrison, Purchasing Coordinator

**DATE OF MEETING:** 2007-12-18

**SUBJECT:** Tender and Contract Awards Subject to the Established Criteria for Delegation of Authority for the Month of November 2007

**EXECUTIVE SUMMARY:**

This information report is to:

1. advise council of tenders/RFPs approved and contracts awarded greater than \$50,000 that meet the established criteria of delegated authority for the month of November 2007.
2. report additional information on contracts awarded by senior staff between the \$20,000 and \$50,000 level for the month of November 2007.

**RECOMMENDATION:**

This report is for information purposes only.

**AUTHORIZING SIGNATURES:**

<p><b>ORIGINAL SIGNED BY COMMISSIONER</b> Gerard Hunt, Commissioner of Finance and Corporate Performance</p>
<p><b>ORIGINAL SIGNED BY CHIEF ADMINISTRATIVE OFFICER</b> Glen Laubenstein, Chief Administrative Officer</p>

**CONSULTATION WITH THE FOLLOWING COMMISSIONERS:**

Commissioner Beach, <i>Sustainability &amp; Growth</i>	N/R
Commissioner Hunt, <i>Finance &amp; Corporate Performance</i>	✓
Commissioner Thurston, <i>Community Development Services</i>	✓
Commissioner Leger, <i>Corporate Services</i>	✓
Jim Keech, President, <i>Utilities Kingston</i>	✓

December 18, 2007

-Page 2 -

**OPTIONS/DISCUSSION:**

Council has approved the delegation of authority to approve tenders and award contracts to the city commissioners, when all of the following conditions have been satisfied:

- there is sufficient approved budget;
- all procedures for the establishment of prices in by-law 2000-134 as amended, have been followed;
- the lowest tender is accepted;
- at least three tenders have been received.

In accordance with the reporting requirements of the purchasing by-law, Schedule A to this report provides information on tenders/RFPs approved and contracts awarded greater than \$50,000 that meet the established criteria of delegated authority for the month of November 2007. The purchasing by-law requires that all awards and contracts in excess of \$50,000 not meeting these provisions are the subject of separate reports to council for award purposes. As directed by council motion, Schedule B provides additional information on contracts awarded by senior staff between the \$20,000 and \$50,000 level for the same period. Section 3.1 (iv) of the purchasing by-law identifies the annual budget as financial approval to proceed with a purchase. There is no authority to make purchases that are not within budget parameters. In addition, council receives budget variance reports on a quarterly basis including quarterly budget works-in-progress reports that provide an update on the status of capital works.

November 2007 procurement activities that are not included in this report are as follows:

- value of the purchase, if less than \$20,000
- tenders closing in this time frame that were approved separately by council at previous council meetings

**EXISTING POLICY/BY LAW:**

By-law 2000-134, A By-law to Establish Purchasing Policies and Procedures for the City of Kingston, as amended.

**NOTICE PROVISIONS:**

Not applicable

**ACCESSIBILITY CONSIDERATIONS:**

The Ontario Disabilities Act is a consideration and forms part of the evaluation criteria of all Requests for Proposals administered by the City of Kingston.

**FINANCIAL CONSIDERATIONS:**

Not Applicable

**CONTACTS:**

Gerard Hunt, Commissioner, Finance and Corporate Performance	Ext. 2205
Desirée Kennedy, Director, Financial Services	Ext. 2220
Janis Morrison, Purchasing Coordinator	Ext. 2229

**OTHER CITY OF KINGSTON STAFF CONSULTED:**

Desirée Kennedy, Director of Financial Services, Ext. 2220

**EXHIBITS ATTACHED:**

Schedule A – Tender/RFP/Contract Summary, November 2007  
 Schedule B – Signed Contract Summary (\$20,000 - \$50,000), November 2007  
 Schedule C – Standing Order for Tire Services

## TENDER/RFP/CONTRACT SUMMARY, NOVEMBER 2007

**CONTRACT PWES-TF-2007-03 TRAFFIC SIGNALS UNDERGROUND & ROADWAY  
CONSTRUCTION ON MONTREAL AND STEPHEN STREET  
Closing Date – November 7, 2007**

<b>Supplier/Service Provider</b>	<b>Bids Received (Including Taxes)</b>
Len Corcoran Excavation Limited	\$ 101,947.14
Morven Construction	\$ 141,012.86
McMullin Pipeline	\$ 161,416.27

**TENDER L04-FCP-PS-2007-10 TIRE SERVICES  
Closing Date – November 21, 2007**

<b>Supplier/Service Provider</b>	<b>Bids Received (Excluding Taxes)</b>
VanZyulens Alignment Service Ltd. (estimated annual value = \$48,000 based on 2007 useage)	As per Schedule C
Tire Craft	As per Schedule C
Kaltire	As per Schedule C
Benson Tire	As per Schedule C

Report 08-038  
SCHEDULE B

SIGNED CONTRACT SUMMARY (\$20,000-\$50,000) November 2007

Purchase Order Date	Project	Successful Vendor	Value (No Taxes)	Group/Department
October 3, 2007	Construction and Installation of ramp, platform and barrier at the Pump House Steam Museum	White knight Contracting	\$ 28,840	Community Development Services - Culture & Recreation
October 22, 2007	Playground Equipment, Victoria Park	Recreation Playsystems	\$ 21,253.49	Public Works and Emergency Services - Public Works
October 22, 2007	Play Ground Equipment, Crerar Park, Abberfoyle Park John Brewer Park	Belaire Recreational Products Inc.	\$ 39,673.43	Public Works and Emergency Services - Public Works
November 8, 2007	Excavation of Fill to Creekford Road and foundation installation	K. Mulrooney Trucking Limited	\$ 36,570	Community Development Services - Culture & Recreation
November 8, 2007	Council Chamber Conference system	Showteck Communications	\$25,247.60	Corporate Services - Facilities Maintenance
November 9, 2007	Snow Clearing and Sand Bus Stops/Shelters (Split award for designated areas)	Pleasant View Greenhouses	Standing Purchase Order Greater than \$20,000 (\$195/hr) as Required	Public Works and Emergency Services - Public Works
November 9, 2007	Snow Clearing and Sand Bus Stops/Shelters (Split award for designated areas)	Zomer and Sons Landscaping and Construction Limited	Standing Purchase Order Greater than \$20,000 (\$50/hr) as Required	Public Works and Emergency Services - Public Works
November 9, 2007	Sidewalk Plowing/Sanding/Salting	Zomer and Sons Landscaping and Construction Limited	Standing Purchase Order Greater than \$20,000 (\$52.50/hr) as Required	Public Works and Emergency Services - Public Works
November 20, 2007	Phase 1 IT Strategic Plan	Trilogics Group	\$27,900	Corporate Services - Information Systems
November 20, 2007	City Hall Phase 6 - Portico Rehabilitation	McCormick Rankin Corporation	\$ 35,000	Corporate Services - Facilities Maintenance

SERVICES (BY TYPE OF VEHICLE) - FLAT RATE	TIRECRAFT										BENSON TIRE									
	LIGHT	MEDIUM	HEAVY	BUS	AG/IND	MOWER	ICER	OTR	SWP	LIGHT	MEDIUM	HEAVY	BUS	AG/IND	MOWER	ICER	OTR	SWP		
TIRE DISMOUNT AND MOUNT FROM RIM	6.00	16.00	16.00	16.00	52.00	12.00	6.00	85.00	6.00	15	31	31	31	31	31	15	15	15		
TIRE REMOVAL AND INSTALLATION	6.00	22.00	22.00	22.00	60.00	14.00	6.00	85.00	6.00	15	31	31	31	31	31	15	15	15		
FLAT REPAIR - ON VEHICLE	18.00	28.00	28.00	28.00	60.00	14.00	18.00	85.00	18.00	22	41	41	41	41	41	22	22	22		
FLAT REPAIR - OFF VEHICLE	14.00	20.00	20.00	20.00	52.00	12.00	14.00	50.00	14.00	22	41	41	41	41	41	22	22	22		
INSTALL TUBE	8.00	22.00	22.00	22.00	15.00	3.00	8.00	15.00	8.00	22	41	41	41	41	41	22	22	22		
WHEEL BALANCE	10.00	35.00	35.00	35.00	NA	NA	NA	NA	10.00	15	37	37	37	37	15	15	15	NA		
TIRE ROTATION	0.00	12.00	12.00	12.00	NA	NA	NA	35.00	5.00	40	16/DUAL	16/DUAL	16/DUAL	16/DUAL	40	40	40	40		
MANUAL WHEEL TORQUE	0.00	5.00	5.00	5.00	NA	NA	NA	NA	8	8	8	8	8	8	3.35	3.35	3.35	3.35		
TIRE DISPOSAL	3.50	10.00	10.00	10.00	25.00	5.00	3.50	60.00	3.50	29/WK	29/WK	29/WK	29/WK	29/WK	29/WK	29/WK	29/WK	29/WK		
WEEKLY YARD CHECK (PER VEHICLE)	2.00	4.00	4.00	4.00	3.00	2.00	2.00	4.00	3.00	40	40	40	40	40	40	40	40	40		
RIM REFINISHING	NA	38.00	38.00	38.00	NA	NA	NA	NA	89.95	89.95	135	135	135	135	135	NA	NA	NA		
ALIGNMENT 2 WHEEL*	NA	NA	NA	NA	NA	NA	NA	NA	145	145	195	195	195	195	195	NA	NA	NA		
ALIGNMENT 4 WHEEL*	NA	NA	NA	NA	NA	NA	NA	NA	145	145	195	195	195	195	195	NA	NA	NA		

SERVICES (BY TYPE OF VEHICLE) - FLAT RATE	VANZUYLENS										KALTIRE									
	LIGHT	MEDIUM	HEAVY	BUS	AG/IND	MOWER	ICER	OTR	SWP	LIGHT	MEDIUM	HEAVY	BUS	AG/IND	MOWER	ICER	OTR	SWP		
TIRE DISMOUNT AND MOUNT FROM RIM	5.00	12.50	12.50	12.50	6.00	6.00	5.00	20.00	5.00	12.50	25.00	25.00	25.00	25.00	25.00	12.50	12.50	12.50		
TIRE REMOVAL AND INSTALLATION	5.00	2.50	2.50	2.50	5.00	5.00	5.00	20.00	5.00	10.00	15.00	15.00	15.00	15.00	15.00	10.00	10.00	10.00		
FLAT REPAIR - ON VEHICLE	15.00	25.00	25.00	25.00	30.00	15.00	15.00	30.00	15.00	15.00	36.00	36.00	36.00	36.00	36.00	15.00	15.00	15.00		
FLAT REPAIR - OFF VEHICLE	12.00	20.00	20.00	20.00	25.00	12.00	12.00	25.00	12.00	15.00	36.00	36.00	36.00	36.00	36.00	15.00	15.00	15.00		
INSTALL TUBE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	12.50	25.00	25.00	25.00	25.00	25.00	12.50	12.50	12.50		
WHEEL BALANCE	5.00	2.00	2.00	2.00	NA	NA	NA	NA	NA	8.00	30.00	30.00	30.00	30.00	30.00	8.00	8.00	8.00		
TIRE ROTATION	2.50	10.50	10.50	10.50	15.00	2.50	2.50	15.00	2.50	8.00	12.50	12.50	12.50	12.50	8.00	8.00	8.00	8.00		
MANUAL WHEEL TORQUE	0.00	3.00	3.00	3.00	NA	NA	NA	NA	0.00	0.00	5.00	5.00	5.00	5.00	0.00	0.00	0.00	0.00		
TIRE DISPOSAL	2.00	6.00	6.00	6.00	20.00	2.00	2.00	20.00	2.00	3.00	14.25	14.25	14.25	14.25	3.00	3.00	3.00	3.00		
WEEKLY YARD CHECK (PER VEHICLE)	1.00	2.00	2.00	2.00	1.00	1.00	1.00	1.00	1.00	0.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00		
RIM REFINISHING	NA	37.00	37.00	37.00	NA	NA	NA	NA	NA	30.00	30.00	30.00	30.00	30.00	30.00	30.00	30.00	30.00		
ALIGNMENT 2 WHEEL*	50.00	90.00	90.00	90.00	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA		
ALIGNMENT 4 WHEEL*	70.00	180.00	180.00	180.00	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA		

\*REQUESTED FOR INFORMATION ONLY - NOT PART OF CONTRACT