



To:	City of Airdrie	Contact:	Michelle Lock
From:	Chris Monson/Luna Velez	Ref:	P0302-1488274968-199 (3.0)
Project:	Airdrie Multi-Use & Library Project	Date:	March 31, 2022
Report Period:	March 2022		

1. Project Dashboard

Current Project Phase:



Status	Overall Status	Scope	Budget	Schedule
Last Period	On Track	Moderate Risk	On Track	Moderate Risk
This Period	On Track	Moderate Risk	On Track	Moderate Risk

During the month of March 2022, the team presented a hybrid option for the multi-use space as per feedback received from City Council in February. Council's endorsement of this option has allowed the design team to proceed with their conceptual design options. The 2 concept design options will be finalized in April and presented to Council in early May.

The Geotechnical Engineer Request for Quote was issued, and the City's procurement team is working through the award process. This work will be coordinated in April to inform the civil and foundations design through the next few months. The draft of the Construction Manager RFP is being finalized and will be publicly posted following the presentation of the concept design to Council in early May.

On March 21st, Colliers presented their findings on Public Art funding and Council approved a reallocation of budget to formally incorporate Public Art into the project scope. The Project Team will work to develop an execution plan for this scope which will inform next steps and integration with the design process.

In April, the focus will be on the development of the concept design options and on the preparation of an engagement plan for the various stakeholders of the multi-use space. The City will need to define the end users for the different spaces within the facility and initial leasing conversations will need to occur with the potential tenants to confirm scope requirements for the project.

2. Key Risk Changes

Key risks to the project are identified below. New or updated risks are identified in **Green** and risks that can be closed and removed from future reporting are identified in **Grey**.

Risk Title	Impact on Scope / Schedule / Budget	Mitigation Strategy
Capital Costs for Tenant Fit-Out Spaces	The construction budget allocated for the project is based on providing only the base building shell for the multi-use facility. The tenant fit out spaces will need to be funded through the lease agreements. If	The Project Team will work to complete a stakeholder engagement plan for the multi-use potential tenants. This will include the identification of potential funding sources for their fit outs or

Risk Title	Impact on Scope / Schedule / Budget	Mitigation Strategy
	<p>the tenants are not able to provide the upfront capital costs, the fit out of the spaces may not be completed at the same time as the project or may affect project deliverables.</p>	<p>requirements during lease agreements to align with project deliverables.</p>
<p>Debenture Bylaw Approval Process</p>	<p>As the construction project is funded partially from loans, a debenture bylaw needs to be in place prior to construction contract award. This process takes at minimum 2 months which may impact the award of the CM contract if there are any delays to the approval.</p>	<p>The City's Finance team has begun the approval process. The entire project team will support any information required to facilitate.</p>
<p>Site Parking Counts</p>	<p>As a result of Council defining the multi-use sizing and general uses, it may dictate additional parking requirements that are outside of the current budget.</p>	<p>Colliers has planned to update the parking assessment report once Council provides direction on the multi-use space project requirements. In addition, off-site parking can be explored for peak parking events.</p>
<p>Underground Parking Constructability</p>	<p>If underground parking is approved, there is risk associated with the subsurface conditions to allow for an underground parking structure. This may increase additional costs over the budgeted amounts.</p>	<p>As part of the Geotechnical Engineers scope of work, they will provide the structural engineer with sub-surface conditions and recommendations to mitigate items such as construction in a flood plain and other geotechnical factors.</p>
<p>Unknown Users/Tenants for the Multi-Use Space</p>	<p>The functional requirements for the multi-use space have not been defined. This may impact the ability to complete design and extend the timeline of the design development process.</p>	<p>Colliers in collaboration with Gibbs Gage and the City's Administration is working to help drive decisions from Council around what the space should be used for. Engagement sessions have been held with the various stakeholders and potential partners for the space to understand possible synergies and alignments to project objectives. This has impacted the concept design completion but will mitigate potential re-work in future phases of design.</p> <p><i>Following Council's direction on the multi-use space on March 15th, the project team now has clearer direction on the potential users of the space. The team will work to develop a clear engagement strategy with the multi-use</i></p>

Risk Title	Impact on Scope / Schedule / Budget	Mitigation Strategy
		<i>stakeholders to guide the direction of the design. This risk impact can be lowered but will remain active until design is further along.</i>
Longer Production Timelines for Key Building Components	Due to staff shortages and supply chain issues, the construction industry is experiencing abnormally long production timelines for items such as steel, cladding, roofing, and electrical systems. This could impact the timeline for construction.	Colliers will work with the Construction Manager to pre-procure long lead items that are believed to create impacts to the schedule.
Construction Material Escalation	COVID-19 has impacted the supply chain for key construction materials.	Early procurement for long lead items should be considered, as well as the timing to market for planned tender packages of work. Allowances to account for cost premiums should also be considered.
Potential contaminated soils	There are reports of an adjacent site being an unregistered landfill. Further analysis may be required to confirm impact to the Library site.	A hazardous materials assessment may be considered if required based on the review of available reports. These reviews will determine appropriate next steps. <i>Based on reviews of the available reports, this is considered a low risk to the project. This will continue to be monitored but as this is no longer a key risk, it will be removed from future reports.</i>

3. Budget Status

During the month of March, Council approval the reallocation of \$550K from the construction budget to a new Public Art budget item. This does not impact the overall project budget or forecast at completion for the project.

The table below provides a summary of the current and anticipated cost of the project.

Current Project Status	Cost	Comments
Baseline Budget	\$62,703,550	
Committed	\$4,792,171	Commitments to date include project management fees, functional programming, site survey, engineering reviews, and prime consulting fees.
Approved Change Orders	\$0	
Forecast Cost at Completion	\$62,703,550	Forecasted per the approved budget.
Forecast Variance at Completion	\$0	

4. Schedule Status

The table below provides a summary of the project milestones, activities completed last period, and tasks that the team will be working on during the next month. The timelines below have been updated based on the most current information and projected durations for the project. Once the Construction Manager is engaged, the construction timelines and milestones will be further refined and updated. This engagement is currently anticipated for July 2022.

	Row	Item	Planned End Date	Actual	% Complete	Variance (Weeks)
Upcoming Tasks (Next Period)	1	Concept Design Report Draft	Apr 22, 2022		71%	+12
	2	Geotechnical Site Investigations	Apr. 2022		0%	0
Milestones	1	Concept Design Complete	Apr. 2022		30%	+12
	2	Schematic Design Complete	Aug. 2022		0%	+12
	3	Design Development Complete	Nov. 2022		0%	+6
	4	Initial Construction Documents Packages Complete (ongoing)	Nov. 2022		0%	0
	5	Demolition, Site Clearing, Grading, Site Services	Dec. 2022		0%	0
	6	Foundations and Structure	Aug. 2023		0%	0
	7	Substantial Completion	Mar. 2025		0%	0
Completed Tasks (Last Period)	1	Multi-Use Hybrid Presentation to Council	Mar 15, 2022	Mar 15, 2022	100%	0
	2	Project Update Presentation to Council	Mar 21, 2022	Mar 21, 2022	100%	0
	3	Project Update Presentation to Library Board	Mar 29, 2022	Mar 29, 2022	100%	0
	4	Geotechnical Engineer Recommendation to Award	Mar. 2022	Mar 21, 2022	100%	0
	5	Review CM RFP Final Draft	Mar. 2022	Mar 30, 2022	95%	0

5. Project Photos



New Airdrie Public Library & Multi-Use Project Location

Attachments

- Project Schedule – Doc ID. P302-1488274968-108(9.0)
- Cost Tracking Log – Doc ID. P0302-1488274968-145(9.0)

Cost Allocation Log

Budget Item Number	Budget Item Description	Current Budget (\$) as of 11/2/2021	Committed (\$)	Forecast Additional Cost to Complete (\$)	Forecast Cost at Completion (\$)	Forecast Variance at Completion (\$) (Budget - Forecast)	Forecast Notes
1	Project Soft Costs	10,231,550	4,792,171	5,439,379	10,231,550	(0)	
1.01	Consultants (Incl. design, architect, engineering, project management)	5,510,000	4,792,003	717,997	5,510,000	-	Nov 29: Commitments for Colliers, GGA. Forecasted per approved Functional Program
1.02	Other Professional Services (inspections, testing, commissioning, etc.)	2,361,000	-	2,361,000	2,361,000	-	
1.03	Consultant Contingency	393,550	-	393,382	393,382	168	
1.04	Insurance	1,049,000	-	1,049,000	1,049,000	-	
1.05	Permits	918,000	-	918,000	918,000	-	
1.06	Internal Capital Expenses	-	168		168	(168)	Feb 8: Capital expenses commitment aligns with invoiced amounts to date
2	Demolition and Existing Buildings	623,000	-	623,000	623,000	-	
2.01	Existing Fire Hall - Hazardous Materials Abatement	250,000	-	250,000	250,000	-	
2.02	Existing Fire Hall - Building Demolition	373,000	-	373,000	373,000	-	
3	New Construction	44,855,000	-	44,855,000	44,855,000	-	
3.01	Underground Parking Structure - 1 level	4,000,000	-	4,000,000	4,000,000	-	
3.02	Foundations & superstructure	9,650,000	-	9,650,000	9,650,000	-	
3.03	Exterior Cladding	7,135,000	-	7,135,000	7,135,000	-	
3.04	Roofing incl. Green Roof and Patio	1,040,000	-	1,040,000	1,040,000	-	
3.05	Interiors - Library Space	6,225,000	-	6,225,000	6,225,000	-	
3.06	Interiors - Multi-Use Shelled Space	740,000	-	740,000	740,000	-	
3.07	Mechanical & electrical systems	8,230,000	-	8,230,000	8,230,000	-	
3.08	Site Development	3,085,000	-	3,085,000	3,085,000	-	
3.09	Furniture, fixtures & Equipment - Library and general public spaces	4,750,000	-	4,750,000	4,750,000	-	
4	Contingencies and Escalation	6,444,000	-	6,444,000	6,444,000	-	
4.01	Construction Contingency	4,606,550	-	4,606,550	4,606,550	-	
4.02	Escalation Contingency	1,837,450	-	1,837,450	1,837,450	-	
5	Other Project Costs	550,000	-	550,000	550,000	-	
5.01	Public Art	550,000	-	550,000	550,000	-	Mar 31: As per Council approval on 3/21/2022. This has been reallocated form the New Construction budget.
PROJECT TOTALS		62,703,550	4,792,171	57,911,379	62,703,550	(0)	