



To:	City of Airdrie	Contact:	Michelle Lock
From:	Chris Monson/Luna Velez	Ref:	P0302-1488274968-212 (3.0)
Project:	Airdrie Multi-Use & Library Project	Date:	April 29, 2022
Report Period:	April 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 April 2022, the Concept Design Report was presented by GGA to the Steering Committee on April 13<sup>th</sup>, the Project Team on April 21<sup>st</sup>, and to the Library Board on April 26<sup>th</sup>. Comments and feedback were provided by all, and the final report will be presented to Council on May 2<sup>nd</sup>.

The Geotechnical Consultant has been engaged in the project and field work has been coordinated. Colliers continues to work with the City of Airdrie to finalize the Construction Manager RFP. This will be publicly issued following Council's endorsement of the Concept Design.

In May, the focus will be on the start of the schematic design and continuous preparation of an engagement plan for the various stakeholders of the multi-use space. The Construction Manager RFP is anticipated to close in June for evaluation and award.

## 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 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.	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 requirements during lease agreements to align with project deliverables.

Risk Title	Impact on Scope / Schedule / Budget	Mitigation Strategy
Debenture Bylaw Approval Process	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.	The City's Finance team has begun the approval process. The entire project team will support any information required to facilitate.
Site Parking Counts	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.	Colliers has worked with CIMA to review the initial parking analysis based on the confirmed multi-use space program. CIMA has confirmed that their initial assumptions are in alignment with the information to date. No updates are currently required. This will be further reviewed as design progresses. In addition, off-site parking can be explored for peak parking events. This risk will continue to be tracked but has been reduced in severity.
Underground Parking Constructability	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.	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.
Unknown Users/Tenants for the Multi-Use Space	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.	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.  Following Council's direction on the multi-use space on March 15 <sup>th</sup> , the project team now has clearer direction on the potential users of the space. The team will work to develop a clear engagement

Risk Title	Impact on Scope / Schedule / Budget	Mitigation Strategy
		strategy with the multi-use stakeholders to guide the direction of the design. This risk impact can be lowered but will remain active until design is further along.
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.

### 3. Budget Status

During the month of April, a commitment was added for the engagement for the Geotechnical Engineer to 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	\$4,806,571	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 is currently anticipated for July 2022.



	Row	Item	Planned End Date	Actual	% Complete	Variance (Weeks)
Upcoming Tasks (Next Period)	1	Concept Design Review & Approved	May 2, 2022		0%	+12
	2	CM RFP to Market	May 3, 2022		0%	0
Milestones	1	Concept Design Complete	Apr. 2022	Apr 22, 2022	100%	+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	Concept Design Report Draft	Apr 22, 2022	Apr 22, 2022	100%	+12
	2	Geotechnical Engineer Engagement	Apr. 2022	Apr. 2022	100%	0

## 5. Project Photos



*Figure 1 - New Airdrie Public Library & Multi-Use Project Location.*

## Attachments

- ☒ Project Schedule – Doc ID. P302-1488274968-108(10.0)
- ☒ Cost Tracking Log – Doc ID. P0302-1488274968-145(10.0)



**City of Airdrie**  
**Multi-Use & Library Project Master Schedule**



ID	Task Name	Duration	Start	Finish	% Complete	Predecessors
1	APL Master Schedule	207.1 wk	Mon 3/1/21	Mon 3/31/25	28%	
2	PM Selection	0 wks	Mon 3/1/21	Mon 3/1/21	100%	
4	Project Initiation	9.6 wks	Mon 3/1/21	Thu 5/6/21	100%	
8	Project Planning	47.6 wks	Thu 5/6/21	Thu 4/7/22	100%	
9	Procure Specialty Consultants	40.2 wks	Mon 6/28/21	Thu 4/7/22	100%	
10	Procure Site Review Consultants (Survey, Environmental e	120 days	Mon 6/28/21	Fri 12/10/21	100%	7
11	Procure Geotech Consultant	60 days	Thu 1/13/22	Thu 4/7/22	100%	10SS+112 days
13	Create Project Plan	5.2 wks	Thu 5/6/21	Thu 6/10/21	100%	
25	Site Review	5.6 wks	Mon 12/13/21	Fri 1/21/22	100%	
28	Feasibility and Programming	22.4 wks	Fri 6/11/21	Mon 11/15/21	100%	
32	Consultant Procurement	21.8 wks	Fri 6/11/21	Wed 11/10/21	100%	
39	Construction Manager Procurement	34.6 wks	Thu 11/11/21	Tue 7/19/22	67%	
40	Write RFP for CM	30 days	Thu 11/11/21	Wed 12/22/21	100%	38
41	Review and Approve RFP for CM	80 days	Thu 12/23/21	Tue 4/19/22	99%	40
42	CM RFP to Market	25 days	Tue 5/3/22	Tue 6/7/22	0%	41,59
43	Evaluation and Recommendation	19 days	Wed 6/8/22	Tue 7/5/22	0%	42
44	Award CM Contract	10 days	Wed 7/6/22	Tue 7/19/22	0%	43
45	Design	91 wks	Thu 11/11/21	Wed 8/30/23	18%	
46	Engagement	142 days	Thu 11/11/21	Fri 6/3/22	75%	38
47	Concept Design Process	19.2 wks	Tue 12/14/21	Mon 5/2/22	97%	38
48	Community Component Program	10 days	Thu 1/6/22	Wed 1/19/22	100%	
49	Site Analysis	7 days	Tue 12/14/21	Wed 12/22/21	100%	
50	Program Analysis	5 days	Thu 1/6/22	Wed 1/12/22	100%	48,49
51	Concept Design and Massing	65 days	Thu 1/13/22	Thu 4/14/22	100%	50
52	Submit Draft CD Report	0 days	Thu 4/14/22	Thu 4/14/22	100%	51
53	Final CD Report	5 days	Mon 4/18/22	Fri 4/22/22	100%	52
54	City Review and Approvals	11.6 wks	Tue 2/8/22	Mon 5/2/22	92%	
55	Steering Committee Review	5 days	Mon 4/18/22	Fri 4/22/22	100%	52
56	Council Initial Concepts Review and Feedback	9 days	Tue 2/8/22	Mon 2/21/22	100%	
57	Library Initial Concepts Review and Feedback	7 days	Fri 2/11/22	Tue 2/22/22	100%	
58	Council Interim Concept Review - Multi-Use Space Hybr	16 days	Tue 2/22/22	Tue 3/15/22	100%	56
59	Council Final Concept Design Review (Input)	9 days	Wed 4/20/22	Mon 5/2/22	50%	
60	Library Final Concept Design Review (Inform)	7 days	Mon 4/18/22	Tue 4/26/22	100%	
61	Schematic Design Process	17 wks	Mon 4/25/22	Tue 8/23/22	0%	55
62	Site, Floor Plans	17 days	Mon 4/25/22	Tue 5/17/22	0%	51
63	Interior Space Planning	10 days	Wed 5/11/22	Wed 5/25/22	0%	62FS-1 wk
64	Landscape Plans	15 days	Wed 5/18/22	Wed 6/8/22	0%	62
65	Massing, Sections and Elevations	18 days	Wed 5/18/22	Mon 6/13/22	0%	62
66	S,M and E Summaries and Diagrams	13 days	Thu 5/26/22	Mon 6/13/22	0%	63
67	Wall Sections and Material selection	12 days	Thu 6/2/22	Fri 6/17/22	0%	63FS+1 wk
68	Outline Spec, RDS and FSM	5 days	Mon 6/20/22	Fri 6/24/22	0%	67
69	Schematic Design Reporting	10 days	Mon 6/27/22	Mon 7/11/22	0%	68
70	Submit Draft SD Report	0 days	Mon 7/11/22	Mon 7/11/22	0%	69
71	Demolition Package Preparation	10 wks	Mon 4/25/22	Tue 7/5/22	0%	49
72	City Review and Approvals	6.2 wks	Tue 7/12/22	Tue 8/23/22	0%	
73	Project Team Review	10 days	Tue 7/12/22	Mon 7/25/22	0%	70
74	Steering Committee Review	10 days	Tue 7/12/22	Mon 7/25/22	0%	70
75	Council Review and Input (Anticipated)	10 days	Tue 8/2/22	Mon 8/15/22	0%	
76	Library Board Review (Anticipated)	7 days	Mon 8/15/22	Tue 8/23/22	0%	
77	Design Development Process	16.6 wks	Tue 7/26/22	Tue 11/22/22	0%	74
78	Design Development	58 days	Tue 7/26/22	Mon 10/17/22	0%	
79	City Review and Approvals	5 wks	Tue 10/18/22	Tue 11/22/22	0%	
80	Project Team Review	10 days	Tue 10/18/22	Mon 10/31/22	0%	78
81	Steering Committee Review	10 days	Tue 10/18/22	Mon 10/31/22	0%	78
82	Council Review (Inform) (Anticipated)	10 days	Mon 11/7/22	Mon 11/21/22	0%	
83	Library Board Review (Anticipated)	7 days	Mon 11/14/22	Tue 11/22/22	0%	
84	Construction Documents	42 wks	Tue 11/1/22	Wed 8/30/23	0%	
85	Construction Documents (ongoing for sequential tenderin	40 wks	Tue 11/1/22	Wed 8/16/23	0%	81



## 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
<b>1</b>	<b>Project Soft Costs</b>	<b>10,231,550</b>	<b>4,806,571</b>	<b>5,424,979</b>	<b>10,231,550</b>	<b>(0)</b>	
1.01	Consultants (Incl. design, architect, engineering, project management)	5,510,000	4,792,003	<b>717,997</b>	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	14,400	<b>2,346,600</b>	2,361,000	-	
1.03	Consultant Contingency	393,550	-	<b>393,382</b>	393,382	168	
1.04	Insurance	1,049,000	-	<b>1,049,000</b>	1,049,000	-	
1.05	Permits	918,000	-	<b>918,000</b>	918,000	-	
1.06	Internal Capital Expenses	-	168		168	<b>(168)</b>	Feb 8: Capital expenses commitment aligns with invoiced amounts to date
<b>2</b>	<b>Demolition and Existing Buildings</b>	<b>623,000</b>	<b>-</b>	<b>623,000</b>	<b>623,000</b>	<b>-</b>	
2.01	Existing Fire Hall - Hazardous Materials Abatement	250,000	-	<b>250,000</b>	250,000	-	
2.02	Existing Fire Hall - Building Demolition	373,000	-	<b>373,000</b>	373,000	-	
<b>3</b>	<b>New Construction</b>	<b>44,855,000</b>	<b>-</b>	<b>44,855,000</b>	<b>44,855,000</b>	<b>-</b>	
3.01	Underground Parking Structure - 1 level	4,000,000	-	<b>4,000,000</b>	4,000,000	-	
3.02	Foundations & superstructure	9,650,000	-	<b>9,650,000</b>	9,650,000	-	
3.03	Exterior Cladding	7,135,000	-	<b>7,135,000</b>	7,135,000	-	
3.04	Roofing incl. Green Roof and Patio	1,040,000	-	<b>1,040,000</b>	1,040,000	-	
3.05	Interiors - Library Space	6,225,000	-	<b>6,225,000</b>	6,225,000	-	
3.06	Interiors - Multi-Use Shelled Space	740,000	-	<b>740,000</b>	740,000	-	
3.07	Mechanical & electrical systems	8,230,000	-	<b>8,230,000</b>	8,230,000	-	
3.08	Site Development	3,085,000	-	<b>3,085,000</b>	3,085,000	-	
3.09	Furniture, fixtures & Equipment - Library and general public spaces	4,750,000	-	<b>4,750,000</b>	4,750,000	-	
<b>4</b>	<b>Contingencies and Escalation</b>	<b>6,444,000</b>	<b>-</b>	<b>6,444,000</b>	<b>6,444,000</b>	<b>-</b>	
4.01	Construction Contingency	4,606,550	-	<b>4,606,550</b>	4,606,550	-	
4.02	Escalation Contingency	1,837,450	-	<b>1,837,450</b>	1,837,450	-	
<b>5</b>	<b>Other Project Costs</b>	<b>550,000</b>	<b>-</b>	<b>550,000</b>	<b>550,000</b>	<b>-</b>	
5.01	Public Art	550,000	-	<b>550,000</b>	550,000	-	Mar 31: As per Council approval on 3/21/2022. This has been reallocated from the New Construction budget.
	<b>PROJECT TOTALS</b>	<b>62,703,550</b>	<b>4,806,571</b>	<b>57,896,979</b>	<b>62,703,550</b>	<b>(0)</b>	

## Commitment Log

Allocate Cost to:										
Trans- action Number	Vendor Name	Commitment Item Description	Budget Item	Budget Item Description	Original Contract Value	Approved Changes	Committed Amount	Entry or revision date	Contract Reference, Purchase Order	Commitment Notes
1	HCMA Architecture + Design	Library Functional Program Multi Purpose Space Feasibility Report	1.01	Consultants (Incl. design, architect, engineering, project management)	187,125.00	0.00	187,125.00	10-Mar-21	PO007051	Up to CO#3
2	Colliers Project Leaders	PM Fees	1.01	Consultants (Incl. design, architect, engineering, project management)	55,000.00	1,015,927.92	1,070,927.92	15-Mar-21	PO007057	
3	Entuitive Engineering	Municipal Storage Building moving feasibility study	1.01	Consultants (Incl. design, architect, engineering, project management)	5,000.00	0.00	5,000.00	29-Jun-21	PO007177	
4	CIMA+	Traffic Impact Assessment & Parking Study	1.01	Consultants (Incl. design, architect, engineering, project management)	24,500.00	0.00	24,500.00	7-Sep-21	PO007224	Includes \$2,100 in disbursements.
5	WATT Consulting	Topo survey, site survey	1.01	Consultants (Incl. design, architect, engineering, project management)	5,850.00	0.00	5,850.00	25-Oct-21	PO007265	Includes \$350 upset limit for disbursements
6	Gibbs Gage Architects	Prime Consultant Agreement	1.01	Consultants (Incl. design, architect, engineering, project management)	3,498,600.00	0.00	3,498,600.00	20-Dec-21	PO007304	Base fee + \$95K upset limit for disbursements. Per proposal dated Sep 2, 2021
7	City of Airdrie	Capital Expenses Allowance	1.06	Internal Capital Expenses	167.73	0.00	167.73	-	-	TBD
8	Parkland Geo Ltd.	Geotechnical Engineering	1.02	Other Professional Services (inspections, testing, commissioning, etc.)	14,400.00	0.00	14,400.00	26-Apr-22	PO007513	
9				#N/A		0.00	0.00			
<b>HIGHLIGHT HERE TO INSERT ROWS</b>										
	Approved Construction Changes		4.01	Construction Contingency			0.00			Per the Construction Change Log
					<b>3,790,642.73</b>	<b>1,015,927.92</b>	<b>4,806,570.65</b>			