



**COMMITTEE OF THE WHOLE
Report No. 19-026**

19 March 2019

Elmdale Public School Addition and Retrofit

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PURPOSE:

1. To seek Board approval for the project and budget for the Elmdale Public School addition and renovation.

CONTEXT:

2. On 13 March 2018, the Ministry of Education announced the 2017-2018 Capital Priorities Project Funding program for school capital projects. As part of that announcement, funding was provided for a new secondary school in Stittsville and an addition to Elmdale Public School (PS).

The business case that was submitted and approved requested a 7-classroom addition. This represents a 170 pupil place addition to Elmdale PS to address accommodation pressures. The resulting pupil places on the ground (OTG) capacity will be 577.

The 2017-2018 Capital Priorities approvals are as follows:

<u>School</u>	<u>Funding Allocation</u>
Elmdale PS Addition	\$3,606,116

A feasibility report was prepared by architects E.J. Cuhaci and Associates in 2014 that outlined options for an addition to the school in the location of the existing library footprint. A community group, Renew Elmdale, had lobbied the Ministry to have the capital priorities approved. The funding announcement addresses the needs that have been raised by the community.

In order to perform an extensive retrofit of the school, it will be necessary to relocate the staff and students to an alternate site for the 2019-2020 school year. The preferred facility for the relocation of students and staff is Century PS.

With past experiences with major retrofits at occupied schools, the District has drawn on successful projects like Carleton Heights PS and Devonshire Community PS where students were located off site for a year while renovations were completed.

The benefit of relocating the students to Century PS will be the mitigation of the impact on the classroom environment. Relocation of students was a successful approach used with the Carleton Heights PS and Devonshire Community PS renovation projects. Discussions with staff have taken place regarding the planning and timing of the physical relocation of school furniture, resources and classroom contents.

KEY CONSIDERATIONS:

3. Elmdale Public School Addition and Major Retrofit

The construction of the new addition will be built in the footprint of the existing library which will be required to be demolished. The retrofit to the existing building will work in parallel with the new addition construction.

Major retrofits to the existing building include a steam plant to support hot water heating conversion, a new HVAC system, a new sprinkler system, a new elevator serving 3½ storeys, accessibility and washroom upgrades, front office relocation, library relocation, classroom ceiling and lighting upgrades, flooring upgrades and painting throughout. Sketches of the proposed addition and renovated areas are shown in Appendix A.

The logistics associated with a move of students to another site has resulted in additional costs for the Elmdale PS project. Discussions with Logistics and Supply Chain Management staff and the Ottawa Student Transportation Authority (OSTA) have taken place to coordinate the implementation of this plan. Staff will be provided with release time for the packing and unpacking of classroom contents for the move to Century PS.

Portable relocations will be funded through the temporary accommodation funding to add the necessary number of classrooms to accommodate all of the relocated students from Elmdale PS to Century PS.

The child care operator at Elmdale PS, Mothercraft Ottawa, will be relocated to Hilson Avenue PS. After exploring available options, Mothercraft Ottawa indicated its preference for this location based on the suitability of the shared space. (Refer Trustee Memo 19-022). Consultation and discussions have taken place to develop a plan for the before- and after-school program at Elmdale PS. Busing and bell times have been reviewed and communicated to ensure that families are well informed of the plan for transportation. Busing will be provided by OSTA.

Consultation has taken place with students, staff, and families to determine the best course of action for the Elmdale PS grade 6 students next year. Although the District's goal is to minimize transitions for students, the benefits for the grade 6 peer group to remain with their primary school cohorts outweighs the negative impact associated with an additional move between schools. Consideration was

given to move the grade 6 students to Fisher Park PS (grade 6 students will move to Fisher Park PS for grades 7 and 8). However, the majority of students and families requested that students remain with the Elmdale PS cohort at the Century PS site next year.

Consultation with the city and community for the addition is underway and the site plan application was submitted on 18 December 2018. A meeting with community stakeholders occurred on 22 January 2019 where Jeff Leiper, City Councilor, was present to hear concerns. A public meeting with the greater community was held on 21 February 2019 to address site plan issues around traffic and parking.

With staff and students being relocated for a full school year away from Elmdale PS, the general contractor will have unimpeded access to the school site. This should enable construction to proceed in a timely fashion. With a construction start date of July 2019, the school would be ready for occupancy for September 2020. Should any delays occur as a result of Ministry decisions, staff will consider contingency plans, including keeping students at Century PS until the winter break in December.

RESOURCE IMPLICATIONS:

4. In conjunction with the addition construction, a major retrofit of the school will be undertaken using School Condition Improvement (SCI) and Facility School Renewal (FRP) funding to upgrade facility infrastructure and improve accessibility.

In order to optimize economies of scale and construction efficiencies, the project budget will be combined to incorporate SCI/FRP projects and be tendered as a combined single project.

Operational funds will be used to offset relocation and busing costs. Temporary accommodation funding will be used to relocate portables to Century PS.

As Education Development Charges funding (EDC) is unavailable for this project, FRP budgets will be used for the demolition costs associated with the removal of the existing library. An application will be submitted to the Ministry for additional funding for extraordinary site costs associated with this demolition work. This should offset FRP costs for the demolition work.

The capital priorities-funded work will be combined with SCI and FRP budgets to create a consolidated budget for a single general contractor CCDC2, stipulated lump sum contract, to be awarded to the successful low bidder.

Capital Priorities Funding	\$3,606,116
FRP (Accessibility/Demolition)	\$3,250,000
SCI (Infrastructure Upgrades)	\$5,160,000
Temporary Accommodation Funding	<u>\$ 233,884</u>
Total	\$12,250,000

Modifications to the proposed receiving school site (Century PS) will be required to prepare the facility to receive students. There will also be some investment into Hilson Avenue PS to ensure the facilities are able to accommodate the relocation of the Mothercraft program for July 2019.

COMMUNICATION/CONSULTATION ISSUES:

5. School/School Council

The option to either remain in the school while an addition was built versus moving off-site during construction was discussed in several forums. Public meetings have been held and staff will continue to share information to all stakeholders as project plans are finalized. Through the consultation process, it is widely recognized that it is in the best interests of the students and staff that the school population moves to Century PS while the construction proceeds. The school and community have been informed of this approach. Communications will continue to flow through the principal to the school and school council for issues pertaining to day-to-day operations of the relocated Elmdale PS students and staff.

6. Community

On-going communications will continue with the stakeholders in the community through the school and school council. Multiple meetings with community stakeholders have already occurred and communication on further progress of the design and construction will continue to ensure all concerns are addressed.

Information regarding the relocation of students and staff will be shared with the neighbouring community around Century PS and will be communicated through other schools in close proximity to Century PS. Further means of communication to this community are also being reviewed in order to target as many residents and stakeholders as possible.

7. Childcare

Mothercraft currently operates an extended day program at Elmdale PS. Discussions with Mothercraft and Westboro Childcare at Hilson PS have been ongoing.

8. Transportation

OSTA has been involved in initial conversations regarding the relocation of students to Century PS and have developed a plan for bus routing and timing. The new routing and timing information will be shared with parents of students through communication from the principal.

9. Logistics and Supply Chain Management/Moving

Coordination of the relocation of classroom contents and staff belongings and storage of any additional surplus material has begun with Logistics and Supply Chain Management staff.

STRATEGIC LINKS:

10. Two key components of the Strategic Plan 2015-2019 are to optimize learning conditions for all students and to support the well-being of every individual in safe and caring learning and working environments. New additions and enhancements to learning environments will help the District achieve these important objectives.

RECOMMENDATION:

- A. THAT funding for the addition project for Elmdale Public School consist of Capital Priorities funding; School Condition Improvement funding; Facilities Renewal Program funding; and Temporary Accommodation funding, for a total budget of \$12,250,000.
- B. THAT staff be authorized to proceed to tender with the project once Ministry approval is obtained; and
- C. THAT the Chair and Director be given authority to award the contracts to the successful bidder(s) so long as they are within the approved project budget.

Michael Carson
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Camille Williams-Taylor
Director of Education and
Secretary of the Board

Appendix A Elmdale Addition/Renovation Floor Plans