

**FOR RECOMMENDATION**

**CONFIDENTIAL**

***IN CAMERA***

**TO:** Planning & Budget Committee

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**DATE:** September 9, 2015 for September 17, 2015

**AGENDA ITEM:** 12

**ITEM IDENTIFICATION:**

Capital Project: Report of the Project Planning Committee for the University College Revitalization, (Revised Phase 1) and Croft Chapter House (Phase 2) – Total Project Cost and Sources of Funding

**JURISDICTIONAL INFORMATION:**

Pursuant to section 4.2.3. of the Committee’s terms of Reference, “...the Committee considers reports of project planning committees and recommends to the Academic Board approval in principle of projects (i.e. space plan, site, overall cost and sources of funds).”

Under the Policy on Capital Planning and Capital Projects, “...proposals for capital projects exceeding \$10 million must be considered by the appropriate Boards and Committees of Governing Council on the joint recommendation of the Vice-President and Provost and the Vice-President, University Operations. Normally, they will require approval of the Governing Council. Execution of such projects is approved by the Business Board. If the project will require financing as part of the funding, the project proposal must be considered by the Business Board.”

**GOVERNANCE PATH:**

**A. Project Planning Report: Project Scope, Total Project Cost, and Sources of Funding**

- 1. Planning and Budget [for recommendation] (September 17, 2015)**
2. Academic Board [for approval] (October 1, 2015)
3. Executive Committee [for endorsement and forwarding] (October 21, 2015)
4. Governing Council [for approval] (October 29, 2015)

**Execution of the Project:**

1. Business Board [for approval] (September 21, 2015)

## **PREVIOUS ACTION TAKEN:**

The University College Revitalization plan arose from the recognition that the building was no longer effectively serving the needs of 21st-century students, with serious accessibility challenges, outdated infrastructure and classrooms, and underutilized and undervalued spaces. The plan was based on the ‘Strategic Planning Analysis’ document by Taylor Hazell Architects produced in 2012, highlighting the college’s mission to serve its undergraduate students as a leading international public teaching and research institution as well as emphasizing University College’s significant architectural heritage and increasing accessibility for students and staff. The Strategic Planning Analysis document led to a proposed scoped of work at University College in the following 4 phases:

1. Re-establish the library to its historic home with collections in the East Hall and a reading room in the West Hall; create a lounge space on the third floor of the central UC tower linking East and West Hall; and improve accessibility by installing a limited application elevator in the central tower and new ramp access into the building from the exterior.
2. Create a Conference Centre at Croft Chapter House and associated adjacent rooms, including the Senior Common room.
3. University College Quadrangle Renewal to encourage curricular and co-curricular usage.
4. Upgrade and refurbish UC classrooms to better reflect the historic role of the College and also provide the modern infrastructure required for 21<sup>st</sup> century teaching.

On May 11, 2015, the Project Planning Report for the University College Revitalization dated March 10, 2015 outlining the proposed revitalization plan for University College, and project scope of Phase 1 totaling 712 net assignable square metres (nasm) (950 gross square metres (gsm)) were confirmed by the Executive Committee, to be funded by Capital Campaign Funds, Provost’s Central Funds, University College Operating Funds, and Faculty of Arts and Science Capital Funds. Phase 1, included the following:

### **Phase 1 – Re-establish the Library within East and West Hall & Improve Accessibility**

#### *Design Development Only*

- Design for a café and lounge space on the third floor of the central University College tower, with links to the relocated library in East and West Halls.

#### *Design & Implementation*

- Creation of the new library reading room and support spaces to be located in the West Hall and adjacent central tower rooms;
- Creation of the new library collections room and mezzanine to be located in the East Hall;
- Installation of a limited use/limited application elevator in the central tower of the College’s front (southern) wing, and additional accessible upgrades to improve access to the building;
- Addition of and upgrade to air-conditioning and ventilation to service the East and West Halls, including infrastructure for future service to additional areas of the College;
- Deferred maintenance addressed in the related areas of the College affected by the work.

University College has since secured additional capital campaign funding that has enabled Phase 2, the creation of a Conference Centre at Croft Chapter House, to move forward simultaneously with Phase 1 as a singular “Project”.

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At the February 27, 2015 CaPS Executive meeting, the expenditure of up to \$912,025 in consulting fees was approved to hire design consultants to proceed with the design development of the project. At the May 25, 2015 CaPS Executive meeting, approval was granted to add the Phase 2 scope of work to the approved Phase 1 project and to proceed in a Request for Proposals (RFP) for Consultant Services as a joint capital project.

Level 2 governance approval for Phase 1 of the University College Revitalization at a total project budget of \$8.925 million was confirmed at Executive Committee on May 11, 2015. Due to changes in the scope of the project and a project budget increase exceeding 10% of the original budget, the Project, Revised Phase 1 and Phase 2 Croft Chapter House, requires Level 3 governance approval at this stage.

**HIGHLIGHTS:**

Discussion of the site and space plan can be found in the open session document for this project “Capital Project: Report of the Project Planning Committee for the University College Revitalization, (Revised Phase 1) and Croft Chapter House (Phase 2)”, item 5, for this meeting.

**FINANCIAL IMPLICATIONS:**

**a) Total Project Cost**

The total estimated project cost for the Project, Revised Phase 1 and Phase 2 Croft Chapter House of the University College Revitalization, is \$10.4 million. This represents a project budget increase of \$1.475 million or a 16.5% increase to the confirmed Phase 1 budget at \$8.925 million.

This second phase will include the comprehensive design and renewal of the Croft Chapter House and Senior Common Room, as well as their ancillary spaces, to create a new Conference Centre at the southwest corner of University College. Details of this phase include:

**Phase 2 – Create a Conference Centre at Croft Chapter House and its environs**

*Design & Implementation*

- Restoration of the interiors of the Croft Chapter House, including woodwork, plaster ceilings, windows, doors, limestone fireplace, and finishes, to be more in line with its 1859 appearance;
- Updated lighting and introduction of audio-visual technology into Croft Chapter House;
- Inclusion of flexible but historically appropriate furniture that can be reconfigured in room to accommodate variety of programs;
- Restoration of Senior Common Room and inclusion of kitchenette in Senior Common Room to support conference events;
- Creation of new direct linkages between Senior Common Room and Croft Chapter House and Senior Common Room and adjacent Entrance Vestibule directly to the east of the Senior Common Room;

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- Creation of furniture storage room, universal washrooms, and other conference support facilities adjacent to Croft Chapter House;
- Deferred maintenance addressed in the related areas of the College affected by the work;
- HVAC improvements to the Phase 2 area have already been included in the Phase 1 scope.

*Additional scope items related to the Phase 1 scope include:*

- Relocation of the Writing Centre from the Laidlaw Wing to UC259 (45 nasm);
- Addition of a half floor lift in room 376K to create barrier-free access to the East Hall mezzanine;
- Additional steel reinforcing of the East Hall Library.

At the February 27, 2015 CaPS Executive meeting, an expenditure of up to \$912,025 in consulting fees, included in the Total Project Cost, was approved to hire design consultants to proceed with the design development.

**b) Funding Sources**

The funding sources for the confirmed Phase 1 project of \$8.925 million include: \$4.725 million in Capital Campaign Funds, \$2.0 million of Provost's Central Funds, \$1.2 million of University College Operating Funds, and \$1.0 million of Faculty of Arts and Science Capital Funds. The \$1.0 million contribution from the Faculty of Arts and Science is contingent on project feasibility to relocate the School of Public Policy and Governance and the Mowat Centre into the Laidlaw Wing.

The project budget increase of \$1.475 million for a Total Project Cost of \$10.4 million is to be funded by University College Capital Campaign Funds.

At the time of construction, the project will only commence once all advancement sums are in place.

**c) Operating Costs**

No changes in operating costs as reported for the Phase 1 scope of work are anticipated with the inclusion of Phase 2.

Annual operating costs are estimated to be \$215 per net assignable square metre. It is estimated that the energy costs for the additional air-conditioning capacity will be approximately \$8,000 per year while the costs for maintenance to the additional equipment and elevator will increase costs by \$8,300 per year for an increased annual operating cost of \$217 per net assignable square metre. The additional projected cost will be assumed by University College.

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**RECOMMENDATIONS:**

Be It Recommended to the Academic Board:

1. THAT the project scope to accommodate the revised Phase One of the University College Revitalization and Croft Chapter House (Phase Two) totalling 985 net assignable square metres (nasm) (1266 gross square metres (gsm)) at a total project cost of \$10.4 million, to be funded as follows, be approved in principle:

Capital Campaign Funds*	\$ 6,200,000
University College (Operating Funds)	\$ 1,200,000
Provost’s Central Funds	\$ 2,000,000
<u>Faculty of Arts and Science (Capital Funds)*</u>	<u>\$ 1,000,000</u>
Total	\$10,400,000

*\*Note: At the time of construction, the project will only commence once all advancement sums are in place.*

*\*\*Note: The \$1.0 million contribution from the Faculty of Arts and Science is contingent on project feasibility to relocate the School of Public Policy and Governance and Mowat Centre in the Laidlaw Wing. Should this project not prove to be viable, the Capital Campaign amount will increase to \$3.225 million.*

2. THAT subsequent phases of the project be brought forward for approvals through the appropriate vehicle as funding becomes available to move forward with the implementation of the overall plan as presented in the Project Planning Committee Report.

**DOCUMENTATION PROVIDED:**

- Report of the Project Planning Committee for the University College Revitalization, (Revised Phase 1) and Croft Chapter House (Phase 2), dated August 24, 2015.