

November 1st, 2001.

MEMORANDUM

To: Planning and Budget Committee
From: Ron Venter, Vice-Provost, Space and Facilities Planning
Re: Project Planning Report for 500 University Avenue

Item Identification

Project Planning Report for 500 University Avenue

Sponsor

Ron Venter, Vice-Provost, Space and Facilities Planning

Jurisdictional Information

The Committee considers reports of users' committees and recommends to the Academic Board approval in principle of projects.

Highlights

In January, 2001, the Business Board approved the acquisition of 500 University Avenue at a cost of \$15.4 million with funding from the University Infrastructure and Investment Fund (UIIF). This building will become the new home for the Departments of Occupational Therapy, Physical Therapy, the Graduate Department of Rehabilitation Science, and Speech-Language Pathology, forming the Rehabilitation Sector in the Faculty of Medicine. 256 McCaul Street, presently occupied by the Departments of Occupational Therapy, Physical Therapy, and the Graduate Department of Rehabilitation Science will be released for general University use; the portion of the Tanz Building now occupied by Speech Language Pathology will be used for research activities within the Faculty of Medicine.

The preliminary report of the Users Committee approved in May, 2001, by the Planning and Budget Committee identified a preliminary space program of approximately 7,990 nasm, which also included the Faculty of Medicine Continuing Education and the Canada Council on Rehabilitation and Work. The preliminary report also made reference to an earlier estimate of \$6.6-\$8.3 million, made in advance of the purchase of 500 University Avenue, for general improvements necessary at 500 University Avenue; it was recognized that this figure would change once the detailed space program requirements had been determined and an estimate of costs prepared. The Planning & Budget Committee approved the release of \$700,000 to accommodate the Faculty of Medicine Continuing Education and to begin the design of the other portions of the building which were defined in Phase I of the May, 2001 Users' Committee.

The Project Planning Report which is attached provides the necessary detail associated with the allocation of space and program requirements. These are divided into two additional phases [identified as Phase I and Phase II]. The first phase includes a space program that is necessary to

accommodate the individual departments' academic programs as of 2002, with Phase II occurring as currently rented space becomes available to provide additional teaching, research, study and office space as the academic programs grow. All of the Phase II space program should be completed by 2010 when the last occupant's lease expires. There will be approximately 400-500 m² unallocated at that time which could be available for use by the Faculty of Medicine with the concurrence of the Provost.

Under the new Policy on Capital Planning and Capital Projects, the Project Committee will continue through the implementation phase. The Working Executive of the Project Committee will comprise the lead User, a Planner and Implementer all of whom have been intimately associated with the project definition since its inception; the Working Project Executive for the 500 University Avenue project comprises:

Users: Molly Verrier, Helen Polatajko and Luc DeNil
Planner: Jennifer Adams
Implementer: Julian Binks

The three users identified are the Chairs of the Departments that will occupy 500 University. This Working Executive will expand to include the Project Manager, once appointed.

The role of the Working Executive is to ensure the successful completion of the project and to ensure that the user needs and concepts introduced into the Project Planning Report are addressed throughout the process of consultant selection, design and implementation which are carried out under the direction of the Assistant Vice-President, Operations & Services. AS a result of the earlier approval to initiate the design, the architects' selection occurred on October 3rd, 2001.

Resource Implications

The total project cost estimate, based on the fit of academic programs into the existing building is \$11,123,400 (to point of tender at November, 2001) for Phase I and an additional \$5,117,100 to complete Phase II (escalated to fall 2004 dollars). The total project cost estimate for both phases is \$16,240,500. In June, 2001, the Business Board approved an expenditure of \$700,000 to initiate the work.

The operating costs of 500 University Avenue are similar, per square metre, to the space currently occupied by the respective academic units. However, as the program space for the Rehabilitation Sector has more than doubled from the space occupied at 256 McCaul Street and the Tanz Building, the annual operating costs will also increase by approximately \$312k¹ /year at the end of Phase I and more by the time Phase II is completed. These costs will be covered by the University through increased enrolment income.

Funding Sources

The sources of funding for this project will be derived from increased Government operating funding and through contributions from external funding. The project as defined will create an impressive home for the Rehabilitation Sector within the Faculty of Medicine at a prestigious University Avenue address and as such offers a significant naming opportunity for a donor.

¹ Current operating costs for: Speech-Language Pathology [Tanz Building \$93K]
Occupational Therapy [256 McCaul \$75K]
Physical Therapy [256 McCaul \$83K]
New operating costs: Estimated at \$562K based on data from Oxford; the increment in operating costs is therefore estimated to be \$312K.

Since the external funding is not currently in place, the University of Toronto, through the University Infrastructure Investment Fund, will advance funds to the Faculty of Medicine to enable the timely relocation of the Departments of Occupational Therapy, Physical Therapy, and Speech-Language Pathology and the Graduate Department of Rehabilitation Science to 500 University. The funds will be advanced for a period of five years following completion of Phase I, which is anticipated in September, 2002. The University will undertake to carry the interest charges on the advanced funds for this five year period commencing in July, 2002 at which time the outstanding loan and subsequent carrying costs will be the responsibility of the Faculty of Medicine. In addition, the University has required, and the Faculty of Medicine has agreed, to begin the immediate repayment of this loan over a fifteen year period in fifteen equal installments [\$11,123,400/15] commencing in January, 2003. In addition to these annual payments, any external donor contributions, in support of the 500 University project, would be directed to further reduce the outstanding balance and would allow for the Faculty of Medicine to reduce the annual repayment installments over the remainder of the fifteen year term.

Phase II of the project will be completed in stages as the space which is presently rented becomes available and additional sources of funding are secured.

The premises presently used by these units, specifically the Departments of Occupational Therapy and Physical Therapy at 256 McCaul Street, is most unsatisfactory and demands urgent attention. Accordingly, it is anticipated that Phase I of the 500 University project will proceed through governance within the current calendar year to allow for the anticipated completion of the project in the summer of 2002, in time for the 2002/2003 academic year.

Recommendations

THAT the Planning and Budget Committee recommend to the Academic Board:

- a) THAT the Project Planning Report for the proposed space program and the necessary renovations identified to accommodate the Rehabilitation Sector in the Faculty of Medicine at 500 University Avenue be approved in principle.
- b) THAT Phase I of the Project which represents a renovation of 4502 nasm be completed immediately at a cost of \$11,123,400, and that Phase II of the project which is an additional 2265 nasm be undertaken at a future date.
- c) THAT an allocation of \$10,423,400 from the University Infrastructure Investment Fund to fund Phase 1 of the 500 University Avenue project be made, which is scheduled to be repaid by the Faculty of Medicine.
- d) THAT the total capital allocation made, namely the sum of the allocation in c) above and the earlier \$700,000 approval in June, 2001 [total of \$11,123,400] will be repaid by the Faculty of Medicine to the University Infrastructure Investment Fund over a fifteen year period, with no interest costs for a period of five years following the date of completion of Phase 1 [anticipated to be September, 2002]. The Faculty of Medicine will also assume responsibility for the interest charges on the outstanding balance after five years, starting on September, 2007.
- e) THAT the interest costs on the total allocation of \$11,123,400 for Phase 1 will be carried by the Operating Budget of the University for the period through to September, 2007. Thereafter all interest costs will be the responsibility of the Faculty of Medicine.

**Report of the
Project Planning Committee
for the
500 University Avenue Building**

November 05, 2001

EXECUTIVE SUMMARY

1. OVERVIEW

In order to build on their existing strengths and foster synergy in delivery of academic programs, research initiatives and administration, the departments of Occupational Therapy, Physical Therapy, the Graduate Department of Rehabilitation Science and Speech-Language Pathology were aligned (September 1999) to form the Rehabilitation Sector in the Faculty of Medicine. The overall goal of this alliance was to give prominence to the academic enterprise toward international recognition for innovation, discovery and transfer of knowledge in the rehabilitation sciences.

Such a goal creates the opportunity for the Faculty of Medicine to establish new partnerships with the Government of Ontario to fully support a strategy which ties enrolment expansion of the professional and doctoral programs within this Sector to funding, to faculty recruitment and improved academic support. The Council of Rehabilitation Sector Department Chairs have engaged in joint planning to enable the transition to entirely graduate level teaching, acceleration of top-quality research and aligned Departmental budgeting for all academic endeavors. The Departments in the Rehabilitation Sector, however, are critically hampered in their ability to conduct and deliver such high quality research and teaching by the severe limitations of their physical infrastructure.

The particularly deplorable physical environment in which the academic programs are currently delivered on the University of Toronto St. George Campus have been cited as inadequate by several accrediting bodies. Central to the Faculty of Medicine Rehabilitation Sector Plan 2000-2010, therefore, is the creation of a new facility to house all four Departments including their education and research programs. The Users Committee proposes that this new facility be accommodated in the recently acquired building at 500 University Avenue.

The Faculty of Medicine is currently facing a severe space shortage. In order to allow for the re-allocation of space, the committee proposed in the Interim Users' Report that the Faculty of Medicine Continuing Education Program vacate its current space in the Fitzgerald Building for new space in 500 University Avenue. Such a move, it was argued, would additionally allow for economies of scale at 500 University where-by common functions might be shared between the Departments of the Rehabilitation Sector and the Faculty of Medicine Continuing Education. The relocation of the Faculty of Medicine Continuing Education Program to the 6th Floor of 500 University was agreed to and the renovations required for such a relocation have recently been completed.

Studies have been conducted to verify the appropriate fit of the program to existing space within 500 University Avenue finding this building to be an ideal location for the Departments of the Rehabilitation Sector and the Faculty of Medicine Continuing Education. The new facilities will include teaching and research space including new state-of-the-art research and teaching laboratories, and faculty, graduate student and administrative offices necessary for the full delivery of academic programs within the

Sector. In keeping with the shared values of the Rehabilitation Sciences Sector and University standards, the new facilities will be designed such that they are fully accessible and inclusive.

It is proposed that the space will be renovated in two phases. The first phase includes a space program that is necessary to accommodate the individual departments' academic programs as of 2002. Phase two will occur as currently rented space becomes available and will provide additional teaching, research, study and office space as the academic programs grow. All of the phase two space program should be complete by 2010 when the last occupant's lease expires. At that time approximately 7170 nasm will be allocated to the Rehabilitation Sector including Continuing Education; 600nasm will be unallocated.

The total project cost estimate, based on the "fit" academic program requirements into the existing building is \$11,123,400 to complete Phase One and an additional \$5,117,100 to complete Phase Two (escalated to fall 2004 dollars). The total project cost estimate, therefore, to entirely accommodate the departments of the Rehabilitation Sector is \$16,240,500.

A combination of strategies to realize the occupation of 500 University is envisioned to include capital development in the Faculty of Medicine and the University, applications to the Canada Foundation for Innovation for research activities and funding from the Government of Ontario related to enrolment expansion.

2. MEMBERSHIP

Prof. Ron Venter, (Chair), Vice-Provost, Space and Facilities Planning
Dr. Catherine Whiteside, Associate Dean, Office of the Associate Dean, Inter-Faculty & Graduate Affairs
Prof. Molly Verrier, Chair, Physical Therapy and Graduate Department of Rehabilitation Science
Prof. Helen Polatajko, Chair Occupational Therapy – Designate Prof. Denise Reid, OT
Prof. Luc DeNil, Chair, Speech-Language Pathology
Mr. David Keeling, Faculty of Medicine, Administrative Officer
Mr. Robert Eberts, Business Officer, Occupational Therapy
Ms. Karen Goldenberg, Alumnae Occupational Therapy
Mr. Paul Godlewski, Alumnae Physical Therapy
Mr. Carlo Andreatta, President, Student Council Physical & Occupational Therapy
Ms. Catriona Steele, Doctoral Stream Student, Speech Language Pathology
Mr. Julian Binks, Manager, Projects Planning, Facilities and Services
Ms. Shirley Roll, Senior Space Analyst
Ms. Elizabeth Sisam, Director, Campus & Facilities Planning
Dr. Cecil Yip, Vice-Dean of Medicine (Research), Faculty - added March 21st.
Ms. Jennifer Adams, Campus & Facilities Planning

3. TERMS OF REFERENCE

1. Determine a comprehensive space program for the four units within 500 University Avenue to accommodate activities currently located at 256 McCaul Street and 6 Queen's Park Crescent. The space program will also allow for the approved expansion of academic needs and take into account the existing lease arrangements.
2. Demonstrate that the proposed program will take into account the Council of Ontario Universities and the University's own space standards.
3. Since part of the building is currently leased, the plan must address the scheduling of the entire renovation to maximize flexibility, but ensure a systematic relocation consistent with the academic needs. The entire building use must be planned, but the implementation will have to be done in phases.
4. The User Committee will also explore other interim occupancies within the building that will improve the utilization of this building prior to the full occupancy of the building by the academic units identified.
5. Identify the capital cost of construction and or renovation of the classroom, offices, seminar rooms, laboratories, etc. data communications requirements, wheelchair accessibility within the building as well as drop off points outside the building, and the cost of equipment and furnishings.
6. Identify any costs associated with the transition prior to occupancy, relocation costs and secondary effects resulting from the project.
7. Identify all proposed sources of funding.
8. Report by April 15th, 2001.

4. BACKGROUND INFORMATION

The Faculty of Medicine Rehabilitation Sciences Sector Plan 2000-2010 (1/9/01), presents the rationale and implementation strategies required in order to position the University of Toronto Rehabilitation Sciences Departments to emerge as international leaders in the academic rehabilitation sciences. This plan calls for aligning the three professional programs to be delivered at a Masters level, expansion of student enrolment in the doctoral stream and expansion of the professional programs, the enhancement of research enterprises through an increased faculty complement, and the enhancement of resources including a new facility for the Rehabilitation Sector.

The space utilization study prepared by Campus and Facilities Planning for the Department of Occupational Therapy (OT), Department of Physical Therapy (PT), and the Graduate Department of Rehabilitation Science (GDRS) (July 1998), and the Users' Committee Report for the Graduate Department of Speech Language Pathology (SLP), Faculty of Medicine, University of Toronto and The Speech Foundation of Ontario (January 1992) have been instrumental in identifying the necessary programmatic elements to be included in a new facility. The Interim Users' Committee Report issued May 16, 2001 pulled together all information regarding space needs as they are

understood in current terms for the departments and provides the foundation for this final report.

The current facilities housing much of the OT/PT/SLP/GDRS programs at 256 McCaul Street and Tanz Neuroscience Building are extremely poor and essentially inadequate to address the academic teaching and research needs of these programs in the rehabilitation sciences. There are extreme pressures to upgrade and re-allocate these facilities.

The relocation to 500 University Avenue will allow for the consolidation of all rehabilitation science programs as well as allow for the approved academic expansion of these programs. The 500 University Avenue Building Report and Preliminary Total Project Cost Budget Estimate, prepared by Project Management Design and Construction (February 2001), provides a thorough building inspection report indicating this is a well designed building with simple floor plans allowing for flexibility and maximum utilization.

Relocation will occur in a phased manner with the bulk of renovation allowing for occupation by September 2002. Space required to accommodate the Faculty of Medicine Continuing Education has already been completed for occupation as of July 2001. The remainder of space currently occupied by tenants, with leases up until 2010, will be renovated and filled as they become available and is linked as closely as possible to timing of academic needs as they come on line. The program will be distributed equitably across the 10 stories of the building. Special program requiring particularly low-vibration space may be located in the basement.

5. STATEMENT OF ACADEMIC PLAN

a. Departments of the Rehabilitation Sector

Sector Plan Objectives (from the Faculty of Medicine Rehabilitation Sector Plan 2000-2010):

“The Rehabilitation Sector has identified five specific objectives that must be met to capitalize on the current opportunities and challenges within the field of rehabilitation:

1. To respond to the societal need for evidence-based, self-directed, independent practitioners in the rehabilitation professions, the Sector will align all its professional programs at the graduate level, i.e. OT and PT will phase out their undergraduate programs and will parallel SLP in delivering graduate level professional entry programs.
2. To respond to the societal need for an increased number of rehabilitation practitioners, the Sector will increase the number of graduating practitioners in each of the three professional programs, with a 30% increase across the Sector.
3. To address current shortages and ensure the necessary future leadership for the rehabilitation disciplines, the Sector will expand the existing Ph.D. program, and introduce a Ph.D. program in Rehabilitation Science, and doctoral stream programs in OT & PT.

4. To ensure the rapid development of the knowledge base in human function, the sector will increase the critical mass of scientists in its disciplines and enhance its research programs.
5. To reduce marginalization of the Rehabilitation Sector, foster growth, promote continued excellence and ensure the pro-eminence of the rehabilitation sciences at the University of Toronto, a new world-class facility for research and learning will be dedicated to the understanding of the establishment, maintenance, improvement and restoration of function in people of all abilities.

There is interdependence among these five objectives and all are essential to the success of the Sector plan. The success of each depends on the achievement of all the others.”

b. Faculty of Medicine Continuing Education

The Faculty of Medicine’s Continuing Education Program is not an academic unit and therefore does not produce an academic plan. However, as one of the Rehabilitation Sector implementation priorities, the need to build departmental faculty both within the tenure and non-tenure stream and for Continuing Education, has been the logical alignment of these two components.

6. SPACE PROGRAM

The Faculty of Medicine Rehabilitation Sector Plan 2000-2010 calls for “the creation of a world-class facility of about 7000 NASM,” appropriately designed to support the educational and research activities of the entire Sector. The facility will be the educational home to approximately 400 graduate students, 88 doctoral stream students, the research programs of 47 tenure/tenure stream faculty as well as post-doctoral fellows, visiting professors, research associates and will allow linkage to over 500 Practice Educators. The building will house classrooms, discipline-specific research and teaching laboratories, shared laboratory facilities for collaborative research across the Sector as well as faculty, graduate student and administrative offices and support space. Through its architectural representation the facility will be a testimony to the values of the professions in the Rehabilitation Sector showcasing state-of-the-art technology for accessibility and inclusion.

The Departments currently occupy 3,674 NASM of space distributed between 256 McCaul Street, the Tanz Neuroscience Building and the Toronto Rehabilitation Institute. Council of Ontario Universities standards suggest that each department is space poor and together require approximately 6,427 NASM of space. Utilization analyses taking into account the unique needs for each department call for yet additional space necessary to adequately accommodate the Departments of the Rehabilitation Sector.

As compared to the COU generated space requirements² (and existing space allocation), the space program proposed suggests the need for a slight augmentation of space allocation in order to best accommodate the very specific types of spaces necessary to

² The space requirements were generated historically when OT and PT were undergraduate programs.

operate the Departments in the Rehabilitation Sector. The comparison of proposed space to COU generated space is as follows:

OT/PT/SLP Summary of Proposed, COU Generated and Existing NASM

	Proposed by Departments NASM	COU NASM	Existing NASM
Classroom & Service	1184	826	794
Prof. Grad. Teaching Labs	1636	998	473
Research Labs	1755	1910	1167
Academic Offices	1041	1002	513
Non-Academic Offices	310	293	207
Grad. Student Study Space	225	401	105
Departmental Support Space	343	509	316
General University Space	273	488	99
TOTAL	6767	6427	3674

500 University Space Program for the Departments of the Rehabilitation Sector

Room Description	Unit Nasm	Phase One Nasm	Phase Two Nasm	Total Nasm
FL				
Classrooms				
G	128	128		
G,2,5	128	256	128	
G,4	68	136		
4, 2	40	40	40	
2, 2	16.5	132	132	
7	21	168		
2, 4		24		
		884	300	1184
Teaching Labs - Shared Space				
4		133		
4,3	varies	68.6	108.7	
4,3	varies	26.8	28.3	
4		9		
4		26		
8		46		
		309.4	137	
		238.7	68.5	307.2
with prorated areas applied				
Teaching Labs - Discipline Specific				
2		15	15	
4		41		
4		79		
4		103		
4		15	15	
4		68		
7		36		
7,3	87.5	350	350	
7		30		
9		91		
B		70		
7		50		
		948	380	1328

REPORT OF THE PROJECT PLANNING COMMITTEE FOR THE 500 UNIVERSITY AVE. BUILDING
EXECUTIVE SUMMARY | OCTOBER 2001

Research Labs - Shared Space					
10	Neuro-Sciences Functional Rehabilitation Research Lab Cluster		12	81	
3	Augmentative Assisted Devices Research Lab			46	
			12	127	
	with prorated areas applied		82.7	195.5	278.2
Research Labs - Discipline Specific					
B	SLP Oral Dynamics Research Lab		66		
B	2 x PT Cardiorespiratory, Musculoskeletal and Neuromuscular Research Lab Clusters		205.2	171	
8	1 x PT Dry Research Lab 1		34.2		
8	4 x PT Dry Research Lab 2	34.2	102.6	34.2	
9.6	15 x OT Typical Research Labs	28.5	256.5	171	
9	OT Virtual Reality Research Lab		45		
9	OT Quality of Life Research Lab		28.5		
10,3,7	9 x SLP Typical Dry Research Labs	33	198	99	
10	SLP Fluency Disorders Research Lab		33		
10	SLP Voice and Resonance Research Lab		33		
			1002	475.2	1477.2
Academic Dept. Office Facilities - Faculty Offices Discipline Specific					
8,8	23 x PT Private Faculty Offices	13	221	78	
8	1 x PT Department Chair Offices	23	23		
9,6	23 x OT Private Faculty Offices	13	221	78	
9	1 x OT Department Chair Offices	23	23		
10	2 x SLP/GDRS Department Chair Offices	23	46		
10,6	17 x SLP Private Faculty Offices	13	117	104	
			651	260	911
Academic Dept. Office Facilities - Faculty Offices Shared					
6,10	Shared Faculty Offices (accommodate 24 partial appointments and 4 visitors)			130	
				130	130
Academic Dept. Office Facilities - Graduate Student Offices					
2	Professional Graduate Student Study Space			49	
2	Research Graduate Student Offices			176	
				225	225
Non- Academic Staff Offices - Shared Space					
G	Alumni/Development Office		13		
G	Admissions Office		33		
G	Clinical Placement Office		13		
B	IT and Engineering Technology Workshop and Electronic Equipment Repair and Teaching Technicians' Office		30		
G	Research Grant Administration Office			13	
			89	13	102
Non- Academic Staff Offices - Discipline Specific Space					
8	PT Private Administrative Offices		65		
9	OT Private Administrative Offices		65		
10	SLP/GDRS Private Administrative Offices		78		
			208		208
Departmental Support Space - Shared Space					
G	Sector Photocopy and Supplies Room		15		
G	Faculty and Staff Mailroom		10		
G	Ground Floor Reception Area		9		
	Faculty and Staff Lounge			90	
			34	90	124
Departmental Support Space - Discipline Specific Space					
8	3 x Departmental Photocopy, Fax and Supplies Room	15	45		
8	3 x Departmental Faculty Board and Meeting Rooms	40	120		
8	3 x Departmental Kitchenette	2.3	6.9		
8	3 x Departmental Waiting Areas	6	18		
10	GDRS Administrative support space for student files		29		
			218.9		218.9

University Support and Services				
G	Professional Rehabilitation Sector Student Council Office	13		
B	500 University Building Manager's Office	13		
G	500 University Cafe	100		
10	Research Graduate Student Lounge	20	20	
2	Professional Rehabilitation Sector Student Lounge		107	
		146	127	273
TOTAL IN PHASE ONE AND PHASE TWO AREAS		4502.3	2264.2	
TOTAL PHASE ONE AND PHASE TWO SPACE PROGRAMME AREA				6766.5

7. FUNCTIONAL PLAN

a. Phasing Plan

As the building at 500 University is currently leased on several floors by tenants who will vacate the building as their leases expire, the occupation of this building by the Departments of the Rehabilitation Sector and the Faculty of Medicine Continuing Education will necessarily have to be phased as space becomes available.

500 University Occupancy Chart

Floor	Occupancy
Basement	Vacant
1	Vacant
2	Robert Wappel (326.8sm) to 2003, Royal Bank of Canada (400sm) to 2004, remainder vacant
3	eFilm Medical Inc. (396.6sm) to 2006, Canadian Rehab. (196.4sm) to 2001, remainder vacant
4	Vacant as of 2001
5	BDO Watson Limited (1,100sm) to 2010
6	Mitchell Sandham Inc (541sm) to 2005, remainder Uof T Continuing Education
7	Vacant as of 2001
8	Vacant as of 2001
9	Vacant as of 2001
10	Vacant as of 2001

Note: all space is quoted above in "rentable area" assuming 1,033 net s.m. is the total rentable area for an individual floor. Rentable area can be defined as the gross area minus the elevators, stairwells, washrooms, mechanical and electrical shafts, service rooms, exterior walls and internal columns. Of the rentable area available on each floor, approximately 745 net assignable square meters is available on a typical floor.

Phase One:

In the Interim Users Report for 500 University, it was argued that Continuing Education, then located in the Fitzgerald Building must be relocated by July 2001 in order that the Faculty of Medicine may reallocate the Fitzgerald space, thus alleviating internal pressures. A plan was tabled demonstrating that the space necessary for Continuing

Education Programming fit into the vacant space on the 6th floor of 500 University (see Appendix B). This space has now been renovated and is now occupied by Continuing Education.

The 500 University Working Group met continuously over the past months to determine exactly what program was necessary, according to each departments academic plans, in the first phase of renovations for the Rehabilitation Sector. The program determined critical for completion by September 2002 amounts to 4502.3 NASM of space. An additional 2264.2 NASM will become necessary over the following years – each with particular time lines to provide for the growing academic needs, as they occur, of each department. To follow is the program determined essential to be available for use by September 2002 as distributed on a floor by floor basis.

Phase Two:

In order to meet the urgent external, provincial and national needs over the next decades, the Rehabilitation Sector Plan for “Transformative Leadership in the Rehabilitation Sciences” includes a 30% expansion in the enrolment of the professional graduate and doctoral stream students. To prepare for the academic training of these students the Rehabilitation Sector Space Plan has been divided into Phases: Phase I addresses the urgent existing space requirements and Phase II the expansion. There are two critical time frames for Phase II: by 2005-2006 space must be available for the recruitment of new faculty and by 2006-2007 space must be available to house the program expansion.

Phase II decisions were made based on the following rationale:

1. the rehabilitation sector plan for expansion of faculty and students
2. “likeness of fit” of activities (ie: teaching and research) on floors or groupings of floors
3. renovations on each floor occurring in a rational manor to minimize cost and disruption of adjacent spaces.
4. allocation of priorities as the space becomes available
5. use of existing infrastructure (office partitions, etc.) to reduce cost
6. optimization of rational clusters of departmental and spaces and activities
7. dedicated space for individual departments in order to ensure cohesiveness of their academic enterprise

To follow is the second phase program as distributed on a floor by floor basis with estimated completion dates as deemed necessary based on the academic programs of OT, PT, SLP and GDRS. Approximately 600nasm remains unallocated for University use on the 5th floor once all aspects of the Phase II program are assigned.

b. Functional Space Allocation Relationships

The functional space allocations for 500 University Avenue are driven by a program that includes both shared program spaces and departmental-specific program spaces.

Each department is to have a departmental specific floor that accommodates each individual administrative and faculty office space. These have been tentatively assigned floors 8-10 (one each for OT and PT, one shared floor for SLP and GDRS). In the second phase GDRS space will be moved to a different academic floor and its space will be reallocated to SLP in order that the department may have as cohesive a floor as possible. In order to accommodate all phase two faculty offices – several offices will have to be located on a different floor (according to preliminary sketches developed by the U of T Planning Office in concert with the department Chairs). See Appendix I.

Two floors will be dedicated to research – one of which will be the basement in order that spaces that require greater than normal sensitivity to low-vibrations may take advantage of the grounded lower level space. The SLP Audiology Teaching Lab, the SLP Oral Dynamics Research Lab and the PT Cardiorespiratory, Musculoskeletal and Neuromuscular Research clusters have been identified as appropriate for this location. The two research floors will require special security and will be equipped to provide restricted access.

Classrooms will be located on the lower floors and are suggested to be stacked vertically to meet both structural and occupancy load requirements. PBL rooms must be accommodated within close proximity to the large classrooms and seminar rooms in order to maximize their usage and to allow for flexibility of flow between these rooms.

The ground floor will provide for the most public functions of the building. Located here is program including a shared reception area at least one classroom for 80 students, and a food outlet providing coffee and lunch foods as well as limited catering capabilities for the occupants of 500 University.

c. Functional layout

The occupancy load for each floor has been calculated by Project Management, Design and Construction at 252 persons per floor maximum. A study of occupants per floor has been conducted using the preliminary phasing plan. This study finds that with some careful re-working of the phasing plan according to floor level, the occupancy of each floor can remain within the allowable allocation. If the occupancy load per floor exceeds the existing capacity, another staircase might have to be provided.

Layouts of all floors with phase one program inserted have been worked out by the Working Committee in an effort to determine the best fit of program in terms of desired adjacencies, etc. It is expected that, with this work already in place and included in this report (Appendix I), the architects, when hired, will not start from 'scratch' in laying out the building program.

8. ENVIRONMENTAL IMPACT

The committee strongly supports adherence to both the letter and the intent of the University's Environmental Protection Policy. These have important implications for University construction in terms of design, materials selection and disposal of materials.

Every opportunity for energy and water conservation measures in lighting, HVAC, etc. should be pursued and all proven designs evaluated before decisions with resource implications are made.

9. SPECIAL CONSIDERATIONS

a. Accessibility

In keeping with the shared values of the Rehabilitation Sciences Sector and the Faculty of Medicine, the new facilities will be designed such that they are fully accessible and inclusive by and for persons with disabilities. In addition to requirements laid out in the Design Standards developed by Operations and Services, consultation with the University's Co-coordinator of Special Services for Persons with Disabilities should be undertaken prior to finalization of the concept design. Every realistic provision should be made in the design for the needs of people with disabilities.

Vehicular Drop-Off

Two vehicular drop-off spaces and two dedicated handicapped parking spaces should be provided along University Avenue adjacent to the University Avenue entrance where possible. In addition, parallel parking and drop-off may be accommodated at the rear (west-side) of the building. If at all possible, the rear parking spots should be dedicated to 500 University to be provided for disabled departmental faculty or staff members with a disability. This location, however, is less desirable as the primary drop-off location because of negative perceptions of the disabled being associated with the service and truck drop-off located here. An application to The City of Toronto Department of Public Works and Environment will be made for these spaces.

b. Campus Planning

The University has recently acquired 500 University Avenue. This ten-storey building is prominently located on the west-side of University Avenue, south of the Toronto Rehabilitation Institute within the Toronto Health-Sector and just south of the University of Toronto Health Sciences Sector of the St. George Campus.

The main entrance to the building is on University Avenue with a secondary entrance including wheelchair ramp on Simcoe Street. A loading dock is also located on Simcoe Street.

There is no adjacent parking to this site. However, the purchase of 500 University includes a 147 space lot located south of this site. Although this lot is in relative proximity to 500 University the Users' Committee is concerned that parking off site, regardless of proximity, will not adequately provide for the occupants of 500 University. The Committee, therefore, requests that discussions be held with the neighboring

building to the south to negotiate, where possible, the rental of spaces in their underground lot. In the event that the University owned lot is used by 500 University faculty and staff, the committee requests that uniform UofT monthly parking fees be implemented at this location. The Users' Committee have identified a need for approximately 50 spaces – 5 of which will be paid for to accommodate special visitor and handicapped parking. Faculty and staff members within the building will rent the additional 45 spaces. The current location at 256 McCaul Street provides 26 parking spaces.

500 University is located some short distance south of College Street. Given this location it is important that the 500 University Building be clearly identified as part of the University of Toronto; clear signage must be provided at both the front and rear entrances. In addition, signage should be visible both from the south and the north aspects of the building at both the ground and elevated levels. Existing signage for those tenants still leasing space should be renegotiated in order to ensure that the owner of the building, the University of Toronto, receives prominence in signage. The Royal Bank logo at the top of the building should be removed at the time their lease expires. The Committee would like to see this sign replaced with signs clearly identifying the building as a part of the University of Toronto, possibly the University of Toronto crest would be most appropriate. University policy on signage will govern the type and extent to which signage is required for this building. As optimal accessibility to the building has been flagged as a priority of the rehabilitation departments, the signage must reflect accessibility for persons with disabilities. This is important for both the front and rear entrances.

c. Computing and Communications

Connectivity to the University of Toronto backbone as well as internal connectivity will be essential in this building. Further connections to both research and education components of the surrounding hospitals should be explored further in the implementation phase.

UTCNS have already set up a fiber link to the university backbone using facilities from Toronto Hydro. This link is presently in use by U of T Continuing Education.

d. Security Issues

The building presently has a card system for after hours access and use of elevators. This system will be retained. Several types of security/locking systems have been discussed by the Users Committee including Medco and Unican combination locks, Microchips and card systems. Further study of the departmental requirements and the cost implications of each system should be undertaken in the implementation phase.

e. Secondary Effects

The relocation of the departments of The Rehabilitation Sciences Sector and the Faculty of Medicine Continuing Education program will have the positive effect of freeing up space currently occupied in the Tanz Building, the Fitzgerald Building and 256 McCaul for occupation by other departments in need of additional space. It is assumed that these spaces will go back to the Provost for re-allocation of the space.

10. RESOURCE IMPLICATIONS

a. Capital Costs

A preliminary budget for general improvements to 500 University Avenue was prepared by Project Management, Design and Construction on February 1, 2001, prior to purchasing the building. The estimate had been calculated in net square meters (defined as the gross area minus the elevators, stairwells, washrooms, mechanical and electrical shafts, service rooms, exterior walls and internal columns) for each floor and excluded the basement.

Based on available data and on current market conditions, Design and Construction felt that a reasonable preliminary order of magnitude cost to supply general improvements only would range between \$645 and \$812 per net square meter (\$60 and \$75/net. square foot). The basement was not included at this time.

Based on the architect's original drawings, the total net square meter area of floors 2-10 is 1032.8 net square meters (11,118nsf) and 930 net square meters (10,011 nsf) for the 1st floor totaling 10,225 net square meters (110,073 net square feet).

Using a figure of \$645 to \$812 per net square meter for construction (\$60 to \$75/net sq. ft.), the Order of Magnitude estimate to provide general improvements necessary at 500 University Avenue was then determined to be between ~\$6,600,000 and \$8,300,000. These figures did not include furnishings, millwork or computing and AV equipment. This figure has now been substantially changed to reflect the complete renovations necessary to provide appropriate space for teaching needs specific to the Rehabilitation Sector, including classrooms and several state-of-the-art laboratories.

The new costing also includes costs the following items that were not identified in the initial estimate:

- _____ renovations to the basement
- _____ furnishings, millwork and equipment
- _____ modifications to the building for accessibility including a new elevator
- _____ added project soft costs such as moving costs, insurance, and professional fees

The total project cost estimate, which has been provided, based on the "fit" academic program requirements into the existing building is \$11,123,407 to complete Phase One and an additional \$5,117,099 to complete Phase Two (escalated to fall 2004 dollars). The total project cost estimate, therefore, to entirely accommodate the departments of the Rehabilitation Sector is \$16,240,506.

The breakdown of costs are as follows:

	Phase One	Phase Two
Construction	\$7,481,950	\$3,050,600
Permits, Fees, Insurance	41,000	16,000
Professional Fees	1,156,603	473,051
Services to Site	0	0
Computer wiring and Telephone Terminations	150,000	50,000
Moving and Staging	140,000	30,000
Furnishing and Equipment	1,954,854	989,256
Other (Advertising, Signage, etc.)	99,000	43,000
Landscaping	0	0
Finance Costs	0	0
Inflation to fall 2001- ph. 1, fall 2004 - ph. 2	0	465,192
Continuing Education	100,000	0
TOTAL PROJECT COST	\$11,123,407	\$5,117,099

A knowledgeable architect with experience in the complex organization of laboratories and classrooms necessary for the academic programs in this sector should be hired and should strive to adapt and re-use as much of the existing floor configurations as possible.

b. Annual Facilities Operating Costs

Operating and Management costs for 500 University have been calculated using Oxford Management charges of \$7.29/sq.ft. The costs have been calculated separately for the existing tenants, the Rehabilitation Sector and Continuing Education as follows:

500 University Operating and Management Costs:

Occupants	2001	2001	2003	2004	2005
Tenants	\$231,446	231,446	231,446	205,800	174,553
Rehab Sector	\$562,307	562,307	562,307	587,953	619,200
CE	\$ 42,391	42,391	42,391	42,391	42,391

**this chart assumes that the Rehab. Sector occupies space immediately at end of each lease period.

Oxford Property Management has been engaged to manage the building on a year to year basis. Management of the building will be reviewed at the time the current management agreement requires renewal with the understanding that the management of 500 University may revert to the University.

In comparison to the existing occupancy costs for each of the individual departments, the costs for 500 University are similar in cost per square meter foot. However, the program space for the Rehabilitation Sector has more than doubled in 500 University from the space currently occupied in the Tanz Building and 256 McCaul Street, increasing the bottom line total Operating Costs in comparison to what is currently being paid.

Total Occupancy Cost by Department for 1999-2000:

<u>Department</u>	<u>Building</u>	<u>NASM</u>	<u>BDOC cost/NASM</u>	<u>Total Occ.Cost</u>
SLP	Tanz.	1,012.7	\$91.78	\$92,945.61
OT	256 McCaul	1,113.49	\$67.04	\$74,648.37
PT	256 McCaul	1,240.26	\$67.04	\$83,147.03
Rehab Sciencce	256 McCaul	121.26	\$67.04	\$ 8,129.27

11. FUNDING SOURCES

The sources of funding for this project will be derived from increased operating funding and through contributions from external funding. Since the external funding is not currently in place, the University, through the University Infrastructure Investment Fund (UIIF) will advance funds to the Faculty of Medicine for a period of five years following completion of Phase I, anticipated in September 2002. The University will undertake to carry the interest charges on the advanced funds for this five year period commencing July 2002 after which time the outstanding loan and subsequent carrying costs will be the responsibility to the Faculty of Medicine. Any external donor contributions in support of the 500 University project will be directed to further reduce the outstanding balance.

In June 2001, the Business Board approved an initial allocation of \$700,000 to enable the renovations to begin. The current encumbered balance is estimated to be \$450,000, so the remaining funds needed to complete Phase I of the project is reduced from \$11,123,400 to \$10,423,400.

12. SCHEDULE

- Approval of Interim Report – May 2001
- Renovations as necessary for occupancy by Continuing Education – complete July 2001
- Approval of Final Report – September 2001
- Architect Selection – September 2001
- Architectural Drawings for Phase One and entire building concurrent – beginning September 2001
- Renovations of remaining vacant floors to accommodate Phase One complete September 2002
- Renovations of remaining floors with Phase Two program as they become vacant through 2010

13. RECOMMENDATIONS

The committee recommends:

- **That the Project Planning Report for the proposed space program and the necessary renovations identified to accommodate the departments of the Rehabilitation Sector at 500 be approved;**
- **That the project scope as described in the Project Planning Report be approved at an estimated cost of \$16,242,506.**

That phase I of the project proposing renovation of 4502 nasm be approved with a total project cost of \$11,123,400 with funding as specified.