



# University of Toronto

**John Bisanti, B.Tech.**  
Chief Capital Projects Officer

**Memorandum to:** Business Board

**From:** John Bisanti

**For:** Meeting of June 20, 2002

**Agenda Item:** 5(b)

**Item Identification:** Capital Project: School of Continuing Studies

**Sponsor:** John Bisanti, Chief Capital Projects Officer  
Call 416-978-4322 for further information

**Jurisdiction Information:**

Basis of Board's Jurisdiction:

- Once Governing Council approves a capital project, Business Board has approval of execution of the capital project.
- Pursuant to Section 5C of the Policy on Capital Planning and Capital Projects, the Business Board is charged to assess the "cost effectiveness of the project, the extent to which full funding is committed or obtainable, and whether there are any significant outstanding and unresolved issues with respect to the project".

**Highlights:**

The School of Continuing Studies (SCS) is located at 158 St. George Street, just south of Bloor Street.

Operating on an open-admission basis, SCS offers more than 500 courses in business and professional studies, media and new technology, international languages and translation, writing, literature and philosophy, and English as a second language. In 2001/2002 SCS enrolment was about 16,000 students. Its annual student enrolment is second only to that of the Faculty of Arts and Science at the University.

SCS feel that the physical facilities at 158 St. George Street do not reflect the School's role and the plan as proposed in the Project Planning Report will create a new facility in the existing location by creative renovations and a small addition to the building. The physical image of SCS will be transformed and a new presence and visibility created on St. George Street for these functions.

In practical terms, the new first and second floor of 158 St. George Street will become a public space. A café, tiered presentation centre (suitable for lectures, seminars and meetings) and study lounge will comprise the entrance level. The second floor will provide a boardroom, and smaller meeting and consultation rooms. These will be used primarily by SCS staff and instructors but would be available to the SCS community. The third and fourth floors, as well as a portion of the basement level, will consist of the staff of the School, and the computer servers. The entire building at 158 St. George Street is planned to be extensively renovated. With the renovation, all items of deferred maintenance currently valued at \$425,000 will be eliminated.

The re-purposing of 158 St. George will have two dramatic effects. Students and instructors will have a place for themselves on campus, a greater connectivity to the University and the School. Concurrently, students, staff and instructors will have a greater connectivity to each other, as they will have opportunities to interact as never before.

**Highlights (con't):**

The School is a self-supporting unit of the University of Toronto, receiving no assistance from the University and none from the government. As such, the School pays for the use of classrooms, instructors' stipends, and its operating expenses and will continue to operate in this mode.

The Total Project Cost estimate is \$7.1 million for 1,646 gross square metres (gsm) of renovation and 102 gsm of new construction and includes allowances for escalation to a tender in May 2003. Due to the extensive nature of the renovations, the facilities at 158 St. George Street must be fully vacated during construction. The total project cost estimate includes \$563,000 for the rental costs of temporary facilities for one year as well as the two moves associated with the relocation.

**Action Sought:**

That the Vice-President, Business Affairs be authorized:

- I. To expend up to \$7.1 million for the renovations and construction of the School of Continuing Studies,
- II. To finalize and approve the terms of a loan to SCS for up to \$4.5 million, such loan to be repaid over a term not exceeding 17 years from income generated within the School of Continuing Studies.