

# INFORMATION REPORT

<b>TO:</b> Chair and Members Emergency & Community Services Committee	<b>WARD(S) AFFECTED:</b> CITY WIDE
<b>COMMITTEE DATE:</b> November 25, 2013	
<b>SUBJECT/REPORT NO:</b> Capital Projects' Status Report as of September 30th, 2013 (CS13036(a)) (City Wide)	
<b>SUBMITTED BY:</b> Vicki Woodcox Acting General Manager Community and Emergency Services Department	<b>PREPARED BY:</b> Helen Klumpp 905-546-2424 ext 3508
<b>SIGNATURE:</b>	

## Council Direction:

On December 14, 2011, Council approved Report (FCS11073(a)) which directed staff to review a process where departments will report on the status of the Capital Work-in-Progress (WIP) projects to their respective Standing Committees. As a result of this Council direction and consistent with the Capital Status and Closing Policy, this report includes the status of active capital projects as of September 30<sup>th</sup>, 2013 for the Community and Emergency Services Department. Capital project closings will remain with the Capital Budgets Section of the Financial Planning and Policy Division and be reported through a Capital Closing Report.

## Information:

This report presents the capital projects' status for the Community & Emergency Services Department and is based on actual and committed expenditures to September 30th, 2013. The budgets in the table below are an accumulation of capital funds which have been approved over a period of years and for which projects have not yet been completed and/or closed.

The following table is a summary of the Capital Budget Status for the department.

**CITY OF HAMILTON  
BUDGET STATUS SUMMARY REPORT  
COMMUNITY & EMERGENCY SERVICES  
As of SEPTEMBER 30, 2013**

	<u>Approved Budget</u>	<u>Revenues</u>	<u>Expenditures/ Commitments</u>	<u>Available Balance</u>	<u>Completion Percentage</u>
	\$	\$	\$	\$	%
	a	b	c*	d = a-c	e = c/a
Fire Department	40,383,375	19,503,656	36,060,224	4,323,151	89.3%
Paramedic Service	5,936,510	4,161,714	4,495,368	1,441,142	75.7%
Long Term Care Homes	30,105,780	29,673,423	26,636,668	3,469,112	88.5%
Housing Services	18,071,610	3,229,767	2,490,503	15,581,107	13.8%
Recreation Services	1,107,000	1,107,000	680,655	426,345	61.5%
CESD - Various	4,575,000	4,554,918	2,454,089	2,120,911	53.6%
<b>Total</b>	<b>100,179,275</b>	<b>62,230,478</b>	<b>72,817,508</b>	<b>27,361,767</b>	<b>72.7%</b>

*\* Column c - Expenditures/Commitments includes commitments of \$6.826M. Commitment funding requirements are included in previously approved Capital Budget financing plans and outstanding debt obligations.*

As of September 30th, 2013, the approved budget for active projects totals \$100.2 million (65 projects) of which \$72.8 million or 72.7% is spent and/or committed.

Appendix A to Report CS13036(a) reflects the Supported capital status of each project by division and program.

The following table shows the trends, over the last four years, in project completion percentage:

**Percentage of Completion - As of September 30th, 2013**

	<u>2013</u>	<u>2012</u>	<u>2011</u>	<u>2010</u>
<b><i>Tax Supported Program</i></b>				
Community & Emergency Services	72.7%	78.2%	86.9%	82.2%

The percentage of completion, as of September 30th, 2013, has declined by 5% over the same period last year and it reflects the completion and closure of some older capital projects in Fire Department and Paramedic Service divisions.

**Capital Closures**

There are 9 projects recommended for closure for the Community and Emergency Services Department. The net funding transfers required to fund closed projects, and their resulting impact on the various funding sources will be determined and reported through the Capital Closing Report by the Capital Budgets Section of the Financial Planning and Policy Division.

The December 31st, 2013 capital projects' status report for Community and Emergency Services Department will be brought forward in the spring of 2014.

**CITY OF HAMILTON  
CAPITAL PROJECTS' STATUS REPORT  
COMMUNITY & EMERGENCY SERVICES DEPARTMENT  
As of SEPTEMBER 30, 2013**

YEAR	PROJECTID	DESCRIPTION/ TITLE	BUDGET	ACTUAL REVENUES	ACTUAL EXPENDITURES	COMMITMENTS	AVAILABLE BALANCE	% COMPLETE	INITIAL COMPLETION DATE	ON TARGET (Y/N)	PROJECT MANAGER	STATUS EXPLANATION
APPROVED			(a)	(b)	(c)	(d)	(e = a - c - d)	(f = (c+d) / a)				
Fire Department												
2013	7801351301	Site Security Improvements	155,000	120,556	0	0	155,000	0.00%	2013	Y	P. Thorburn	Quotes for various components of the work have been secured and or being sourced. Work is being scheduled to begin before the end of October
2013	7801351302	P25 Diagnositic Test Equipment	75,000	58,333	0	0	75,000	0.00%	2013	Y	P. Thorburn	PO issued in October.
2013	7401351600	2013 Fire Equipment Replace	831,000	0	78,887	360,202	391,910	52.84%	2013	N	Various	The process of tendering and/or ordering is well underway.
2013	7401351601	2013 Fire Vehicle Replacement	2,172,000	0	31,470	1,848,658	291,873	86.56%	2014	Y	D. Cunliffe	Purchase orders for two (2) vehicles have been issued. Pre-construction meetings have taken place. It is expected that delivery of the apparatus will take place during 2nd quarter of 2014
2013	7401357301	CAD -Software Upgrade	120,000	93,333	0	0	120,000	0.00%	2013	N	P. Thorburn	Currently finalizing scope of work for the maintenance portion of the project.
2012	7401251205	Training Material & Equipment	100,000	100,000	86,369	0	13,631	86.37%	2012	N	D. Hicks	Two (2) items remain to be completed. Work is underway to secure quotes and award projects by mid November.
2012	7401251207	Strucutural Firefighting Boots	250,000	250,000	183,144	13,596	53,260	78.70%	2013	Y	K. Roche	Boots are currently being distributed to Career Suppression staff. Balance for 2014 recruit class.
2012	7401251600	Fire Equipment Replacement	351,000	65,745	207,622	26,889	116,489	66.81%	2012	N	R. Jeffries	In the process of purchasing the balance of the equipment required. Will be completed by December 2013.
2012	7401251601	Fire Vehicle Replacement	1,886,000	0	413	1,631,523	254,064	86.53%	2013	N	D. Cunliffe	Purchase orders for three (3) vehicles have been issued. Pre-construction meetings have taken place. It is expected that delivery of the apparatus will take place during 2nd quarter 2014.
2011	7401151600	Annual Fire Equipment Replace	140,000	120,354	76,653	12,961	50,386	64.01%	2011	N	R. Jeffries	Balance of required equipment in the process of being purchased. Project will be completed by December 2013.
2011	7401151601	Annual Fire Vehicle Replace	116,000	50,150	91,451	0	24,549	78.84%	2012	N	J. Doyle	Project to be completed by December 2013.
2010	7401045104	Paving Fire Station 4	250,000	250,000	21,132	0	228,868	8.45%	2010	N	R. Jeffries	Project is being combined with other renovations occurring at Stn. 4. It is expected that the total project will be completed by March 2014.
2010	7401051601	Annual Fire Vehicle Replacement	675,000	0	75,660	494,593	104,747	84.48%	2010	N	J. Doyle	Vehicle is in the final manufacturing stages and should be delivered by the end 2013.
2009	7400951601	2009 Fire Vehicle Replacement	1,138,000	860,548	849,520	239,695	48,785	95.71%	2010	N	J. Doyle	Vehicle is in the final manufacturing stages and should be delivered before the end of October 2013.
2009	7400951905	Install Neederman Exhaust System	400,000	400,000	374,246	19,683	6,071	98.48%	2009	N	R. Jeffries	Balance of project is part of the Station 25 Greensville renovations that are expected to be completed by the end of December 2013.
2009	7400957906	Asset Tracking & Inspection	535,000	535,000	103,793	49,314	381,894	28.62%	2009	N	P. Thorburn	Pilot implementation by the end of 2013. Full implementation by June 2014.
2009	7800951900	Corporate Trunk Radio Upgrades	24,215,300	9,727,300	23,810,423	378,897	25,980	99.89%	2012	N	P. Thorburn	Project will be completed by December 2013. Remaining funding to come from debenture proceeds once all cost finalized.
2008	7400841802	Volunteer Paging System	400,000	400,000	395,943	3,548	509	99.87%	2008	N	P. Thorburn	Project completed, to be closed once PO's cleared.
2008	7400841805	Station #31 - Waterdown	1,500,000	1,500,719	719	0	1,499,281	0.05%	2010	N	TBD	As growth continues, we anticipate this project will be pursued moving forward.
2007	7400751702	Station #31 - Vehicle Purchase	560,000	561,130	1,130	0	558,870	0.20%	2008	N	TBD	As growth continues, we anticipate this project will be pursued moving forward.
2007	7400757700	Record Management-Module	619,075	619,045	554,084	69,283	-4,291	100.69%	2010	N	P. Thorburn	Project to be completed by December 2013.
2006	7400341100	Fire Stn #20-Land Purchase	3,895,000	3,791,442	3,810,969	157,754	-73,723	101.89%	2008	N	J. Doyle	Outstanding issues to be resolved prior to closing project.
Sub-Total Fire Department			40,383,375	19,503,656	30,753,629	5,306,596	4,323,151	89.29%				
Paramedic Service												
2013	7641341305	Renovations -Station 30	660,000	505,312	0	0	660,000	0.00%	2013	Y	S. Gargarello	Tender Complete -Renovations to begin in late 2013.
2013	7641351100	Annual EMS Vehicle Replacement	1,013,000	0	517,124	132,198	363,678	64.10%	2013	Y	TBD	Annual Ambulance Replacement complete. To be closed once PO clears.
2013	7641351304	Emergency Response Vehicle	100,000	77,778	0	0	100,000	0.00%	2013	N	TBD	Vehicle to be received 2013, conversion completed 1st quarter 2014.
2013	7641357301	Kronos Scheduling Software	160,000	124,444	0	0	160,000	0.00%	2013	N	TBD	Assessing feasibility of software fit/gap analysis required.
2013	7641357303	Records Management	60,000	46,667	0	0	60,000	0.00%	2013	N	TBD	Postponed to 2014.
2012	7641251101	EMS Equipment Replacement	558,000	412,272	431,816	15,897	110,288	80.24%	2012	N	TBD	To be completed last quarter 2013.
2012	7641251204	Social Navigator Pilot	180,000	90,000	58,778	0	121,222	32.65%	2013	Y	TBD	Pilot to be completed Dec 31, 2013.
2011	7641151101	Annual EMS Vehicle Replacement	17,000	0	0	0	17,000	0.00%	2011	N	TBD	To be completed last quarter 2013.

**CITY OF HAMILTON  
CAPITAL PROJECTS' STATUS REPORT  
COMMUNITY & EMERGENCY SERVICES DEPARTMENT  
As of SEPTEMBER 30, 2013**

YEAR	APPROVED	PROJECTID	DESCRIPTION/ TITLE	BUDGET	ACTUAL REVENUES	ACTUAL EXPENDITURES	COMMITMENTS	AVAILABLE BALANCE	% COMPLETE	INITIAL COMPLETION DATE	ON TARGET (Y/N)	PROJECT MANAGER	STATUS EXPLANATION
				(a)	(b)	(c)	(d)	(e = a - c - d)	(f = (c+d) / a)				
2009	7640951101	EMS Equipment Replacement		196,000	120,246	120,246	74,493	1,261	99.36%	2009	N	TBD	To be closed to Reserves for next reporting period once all PO's cleared.
2008	7640841802	EMS Station - Milgrove Base		1,440,000	1,442,168	1,417,018	126,756	-103,775	107.21%	2012	N	S. Gargarello	Projected completion date - November 2013. Project Description indicates Millgrove, the project was moved to Greenville.
2007	7640751702	EMS Review-Capital Investments		1,552,510	1,342,826	1,578,542	22,500	-48,532	103.13%	2008	N	TBD	Charges for Stn #30 to be transferred to Renovations -Station 30 project # 7641341305. Project complete and will be closed for next reporting period.
Sub-Total Paramedic Service				5,936,510	4,161,714	4,123,525	371,844	1,441,142	75.72%				
Long-Term Care Homes													
2013	6301341301	ML-Replace and Refurb		3,010,000	2,330,000	13,551	123,999	2,872,450	4.57%	2014	Y	L.Keermaa	Kitchen design progressing, design development complete and construction documents underway. Anticipated tender for construction is Q1 2014. Tender will now include the Generator and UPS replacement scope which is funded from a difference source.
2012	6301241205	Macassa Lodge Lobby		165,000	165,032	9,890	14,163	140,948	14.58%	2013	N	L.Keermaa	Lobby/Nursing Stations - Design and Construction Documents 100% Complete. Construction has been tendered and award to low bidder is pending. Anticipated construction start is Q4 2013 and completion Q1 2014.
2012	6301251200	WL-Building Deficiency Repairs		70,000	70,000	36,419	0	33,581	52.03%	2012	N	G. Enright	Foundation and courtyard work is complete. As well, the work on the front entrance is complete. The balance of unused funds will be applied to the Courtyard Shelter project.
2012	6301251201	WL-Nurse Call & Wall Protect		350,000	305,556	18,239	0	331,761	5.21%	2013	Y	G. Enright	Wall protection application to the Resident Home Area is complete. The Project Charter for the Nurse Call System has been approved and the RFP is now being prepared.
2012	6301251202	ML-Replacement of Hand Rails		75,000	75,000	65,895	0	9,105	87.86%	2012	N	M. Hall	Handrails complete. Tabletops ordered. Remaining funds will be used for auditorium tables. Expected completion by Q4 2013.
2012	6301251204	ML-Replace Furnishings-A Wings		75,000	75,000	68,445	5,000	1,555	97.93%	2012	N	M. Hall	Bedside table project is complete. The remaining dollars will be used to purchase wooden furniture for Resident Home Areas in Q4 2013.
2011	6301141105	ML-Refurbish Kitchen-Flooring		1,289,500	1,289,500	183,508	351,714	754,279	41.51%	2013	N	L. Keermaa	Kitchen design progressing, design development complete and construction documents underway. Anticipated tender for construction is Q1 2014. Tender will now include the Generator and UPS replacement scope which is funded from a difference source.
2011	6301151102	WL-HVAC Replacement-1989 Wing		150,000	150,000	33,974	136,282	-20,256	113.50%	2011	N	G. Enright	Project work is complete and final billings on the project still outstanding. This project is \$20,236 over budget and these dollars will be applied from account 6301251200 that is underspent.
2011	6301151103	Dietary-Blastchiller		30,500	30,500	22,960	0	7,540	75.28%	2011	N	A. Kayler	Fridge which had been ordered in December, was put on hold pending the installation of the dishwashers, which has now been installed. Completion by Q4, 2013.
2011	6301157101	Dietary Software		19,750	19,738	0	0	19,750	0.00%	2011	N	A. Kayler	Assessment for dietary software complete - \$15k required and will be purchased by Q4 2013. Portion of excess funds will be transferred to 6500457101 to address shortfall in scheduling software support (Kronos).
2010	6301051002	Lodges-Wireless Installation		200,000	200,000	137,815	0	62,185	68.91%	2010	N	V. Woodcox	This project is contingent on the outstanding computer backup needs which will be determined after the new generator, nursing stations and new centralized scheduling model is installed. Expected completion date is Q4 2013.
2009	6300941909	WL-1989 Wing Renovations		193,780	193,783	28,003	165,579	198	99.90%	2012	N	G. Enright	Project work is complete. Final billing for the project will be complete by October 2013.
2009	6300957903	Lodges-Assessment RAI-MDS 2		125,000	143,002	108,796	0	16,204	87.04%	2009	N	V Woodcox	Additional temp staff still required to improve documentation, restorative and program reviews to increase revenues (Case Mix Index) and compliance. There has been a delay as a result of the RAI-Coordinator absence. Expected completion date is Dec 2013.
2004	6500457101	Macassa-Scheduling software		388,250	438,262	438,675	0	-50,425	112.99%	TBD	N	V. Woodcox	Currently a \$11k shortfall. Funds will be transferred from #6301157101 Dietary Software project to balance this account.
2000	6000051001	Wen Lodge Recon - Phase II-IV		23,964,000	24,188,051	24,583,835	89,929	-709,763	102.96%	2008	N	T. Hunter	Project substantially completed but needs to remain open. Possible resolution Q4 2013.
Sub-Total Long Term Care Homes				30,105,780	29,673,423	25,750,003	886,665	3,469,112	88.48%				

**CITY OF HAMILTON  
CAPITAL PROJECTS' STATUS REPORT  
COMMUNITY & EMERGENCY SERVICES DEPARTMENT  
As of SEPTEMBER 30, 2013**

Appendix A to Report CS13036(a)  
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YEAR	PROJECTID	DESCRIPTION/ TITLE	BUDGET	ACTUAL REVENUES	ACTUAL EXPENDITURES	COMMITMENTS	AVAILABLE BALANCE	% COMPLETE	INITIAL COMPLETION DATE	ON TARGET (Y/N)	PROJECT MANAGER	STATUS EXPLANATION
APPROVED			( a )	( b )	( c )	( d )	( e = a - c - d )	( f = (c+d) / a )				
2013	<u>Housing Services</u> 6731341301	Bed Bug Eradication	350,000	350,374	0	0	350,000	0.00%	2013	N	R. McKnight	RFP will be issued for a pilot to treat bed bugs in RCF with subsidized beds under Dom Hostel Prog. Working with Bed Bug Action Group to provide funding for unit prep for frail and elderly tenants in need.
2013	6731341302	Social Housing Capital Repairs	500,000	388,889	0	0	500,000	0.00%	2013	N	R. McKnight	Report to Emergency and Community Services Committee in March 2013 (CS13004). Call for business cases to social housing providers issued August 2013. Second report to Committee in February 2014 will recommend allocation of the funding.
2012	6731241201	Investment-Affordable Housing	16,874,980	2,490,503	2,490,503	0	14,384,477	14.76%	2018	Y	D. Brodati	Homeownership component is fully spent. Ontario Renovates program extends to 2015 and Housing Allow program extends to 2018. Council approved recommendation to award funding to Christian Homestead Care for development of affordable housing.
2012	6731241202	Affordable Rental Housing	346,630	0	0	0	346,630	0.00%	2003	N	D. Brodati	Funding combined with Investment in Affordable Housing funding for the development of affordable housing. Recommendation approved by Council to award funding to Christian Homestead Care.
Sub-Total Housing Services			18,071,610	3,229,767	2,490,503	0	15,581,107	13.78%				
2013	<u>Recreation Services</u> 7101355801	Needs Assessments	150,000	150,000	524	0	149,476	0.35%	2013	N	A. McDonald	Councillor requested additional assessments have impacted work plan: Revised Plan-Skate Facility Feasibility Study (\$60k,start Q3,end Q3 2014), Multi-Purpose Court Locations & Repurposing Study (\$50k;start Q2,end Q4 2014),Tennis Court Review Q1 2015
2013	7101357102	CLASS Crystal Reports	75,000	75,000	3,636	0	71,365	4.85%	2014	Y	MJ Harris	Other small studies and discovery complete. Balance to be spent for other small studies on demand by end of 2013, and balance to be assigned for new database/business software.
2013	4241309105	W1 Ice Rink Feasibility Study	50,000	50,000	0	0	50,000	0.00%	2013	N	K. McCauley	Analysis to find location for artificial ice rink - timing amended for public consultation to December 2013 with project completion in Q1 2014. Expect to spend approximately \$3k on public engagement.
2013	4241309103	Seniors Facility Project in Ward 1	100,000	100,000	0	0	100,000	0.00%	2014	Y	A. McDonald	This Councillor initiated and funded project was added to work plan June 2013. Project completion end Q3 2014.
2012	4241209803	Westmount Golf Equip	40,000	40,000	0	9,445	30,555	23.61%	2013	Y	J.Gaunt	Equipment ordered. Delivery October 16. Total expenses will be approximately \$10k. There will be a savings of approximately \$30k.
2002	7100257101	CLASS System Update	692,000	692,000	640,176	26,874	24,949	96.39%	2005	N	MJ Harris	Project is almost complete.
Sub-Total Recreation Services			1,107,000	1,107,000	644,336	36,319	426,345	61.49%				
2013	<u>CESD Various</u> 6501341100	CSD Accommodations	95,000	73,889	421	0	94,579	0.44%	2013	N	T. Quinn	Projects will be initiated by Q4.
2013	6501355301	Hamilton Seniors' Strategy	145,000	145,000	1,866	15,000	128,134	11.63%	2014	Y	C.McMullan	This funding supports the development of a seniors strategy in Hamilton . An information report will be brought to Council in Q4 regarding progress to-date, proposed governance structure and next steps.
2012	6501241100	CSD Accommodations	100,000	100,000	54,137	0	45,863	54.14%	2012	N	L.Keermaa	Projects underway for completion by year end.
2012	2051255204	Neighbourhood Strategy	2,000,000	2,000,000	146,199	150,000	1,703,801	14.81%	Ongoing	-	P. Johnson	Fund supports neighbourhood action strategy. To date 8 action plans have been endorsed. Projects initiated under these plans are eligible for funding from the Neighbourhood Strategy Fund. There is no specific completion date for this project.
2011	6501141100	CDS Accommodations	250,000	250,000	152,159	37,905	59,937	76.03%	2011	N	L.Keermaa	Balance to be transferred to Macassa Lodge nursing station retrofit.
2008	6500851803	MSDs Prevention & Ergonomics	1,061,000	1,061,000	1,038,464	21,705	831	99.92%	2010	N	L.Keermaa	Projects underway for completion by year end.
2007	6500755703	Various Studies	924,000	925,029	836,234	0	87,766	90.50%	2011	N	C.McMullan	Fund supports implementation of Human Services Planning approach in projects such as the Citizen Engagement Initiative and the Mental Health Strategy in Public Health. Wrap up of planning work and implementation will be completed by end of 2015.
Sub-Total CESD Various			4,575,000	4,554,918	2,229,479	224,610	2,120,911	53.64%				
TOTAL COMMUNITY & EMERGENCY SERVICES			100,179,275	62,230,478	65,991,474	6,826,034	27,361,767	72.69%				