Council Direction:
The ITA process was approved by Council on February 27, 2008, and the selection process for a consortium began immediately. The final selection for the consortium has been completed and the fee is within the approved budget. The kick-off meeting was held June 9, 2008.

Information:
The City Hall Steering Committee is comprised of Councillors including: Lloyd Ferguson (Chair); Chad Collins; Maria Pearson; Terry Whitehead; and Mayor Fred Eisenberger. The Committee has been meeting on a monthly basis to review the ITA process and City Hall project as the overall process moves forward.

The 120-day ‘launch period’ began June 9, 2008, therefore extending the completion of the launch to October 7, 2008. The launch period is the time required to review if the overall project can meet the budget, schedule and specifications that have been established for the project. The core group has now met twice, as well as separate meetings for, Mechanical and Electrical (M&E), Heritage Consultants, and design meetings. A schedule of weekly meetings has been established with M&E, Heritage, and overall project progress. Executive Steering Committee meetings will be held on a bi-weekly basis and department representative meetings are scheduled weekly until the end of the month (two to three, if necessary). All other meetings, such as Barrier-Free, Customer Service, etc., will be scheduled on an as-required basis.

Details of ITA:
The Consortium cost is $180,000 as per the Steering Committee recommendation. The consulting fees for the project are outlined in the chart below:

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<tbody>
<tr>
<td>Architectural</td>
<td>$840,000</td>
</tr>
<tr>
<td>Mechanical and Electrical</td>
<td>$476,000</td>
</tr>
<tr>
<td>Heritage, Building, Envelope, Landscape, Elevator, etc.</td>
<td>$219,000</td>
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The consultant fees are within the scope of the project that was approved by Council. All the consultants will report through the ITA consortium and the payments will flow
through the ITA consortium to the respective consultants for work completed and approved. The City will receive a minimum of 40 per cent working drawings [as approved by the City] at the completion of the launch period.

Further discussion will be taking place related to the abatement / demolition work that is presently taking place at City Hall. We will be reviewing to determine if the ITA should take over the project management as part of the launch period. This may be advantageous as the scope of work will be coordinated for the next phase of construction at City Hall.

We are currently reviewing and refining the original City Hall Renovations Communication Plan to reflect the changes to the project and will provide updates to the community and key stakeholders over the next several months as we move forward in the process.

The City Hall Steering Committee will continue to meet on a regular basis as the design for the project moves forward. There are still outstanding design requirements for the first floor, forecourt, heritage and other components that the steering committee will review and approve.

Scott Stewart, C.E.T.
General Manager
Public Works Department