

# Medicine Hat Catholic Board of Education 2016-17 IMR Plan

Presented to the Board of Trustees on March 14, 2017



**Medicine Hat Catholic Board of Education  
Infrastructure Maintenance and Renewal  
2016-17**

Background

Annually the Board of Trustees for the Medicine Hat Catholic Board of Education approves the Infrastructure Maintenance and Renewal ('IMR') plan for the year. This package presents the 2016-17 recommended IMR plan along with details on the development of the plan and potential future requirements.

2015-16 IMR Plan and Actuals

In 2015-16, the Board of Trustees approved \$1,154,004 of IMR activity which included \$975,892 of new projects. At the end of the 2015-16 fiscal year \$359,365 worth of projects were completed with \$687,930 committed on approved projects to be completed in fiscal year 2016-17. Details of the projects and costs are outlined in Schedule 1 attached.

2016-17 IMR Plan

For the development of the 2016-17 plan, several sources were used to determine which projects were needed. The government performs reviews on our buildings every five years and develops a report outlining the work required. While these reports are beyond five years old now we continued to use these reports and added to it the results of the roofing survey we performed along with a series of locally developed needs based on our knowledge of the requirements in the buildings.

The items being addressed as part of the modernization at Monsignor McCoy were excluded in order to allow for the modernization funds to address those issues where possible. The upgrades required at CAPE were excluded based on the unknown future use of that facility when the lease expires.

In consultation with the Facilities and Operations Supervisor, the Secretary-Treasurer identified certain criteria for project determination. Required roofing repairs were selected to ensure the building envelope prevents water from leaking into the facility. Safety related and utility reduction projects were also examined for inclusion.

Another criterion was to leave a residual amount to address emergent needs which may require immediate action, such as a boiler replacement.

A degree of judgment is ultimately required to select the projects to be addressed in the year.

The table below outlines the IMR resources available to the division in 2016-17:

IMR Available for 2015-16 Use	\$	1,650,936
less: IMR used in 2015-16	\$	(359,365)
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IMR Prior year Available for 2016-17	\$	1,291,571
add: 2016-17 IMR Revenue	\$	868,123
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IMR Available for 2016-17	\$	2,159,694
less: IMR 2015-16 Carry-forward projects to 2016	\$	(687,930)
less: 2016-17 Projects	\$	(633,660)
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IMR available for Future Year Projects	\$	838,104

With regards to the specific projects proposed for 2016-17, Schedule 2 outlines the plan. The plan includes \$687,930 for completion of prior year projects and \$631,628 of new projects for a total budget of \$ 1,319,558. This will leave \$840,136 available for emergent needs.

The trial project started two years ago which allowed schools to have a specific budget to allow for school based decisions, within IMR requirements has come to a close. The project was partially successful; however, the provincial restrictions on the use of IMR funds limited the range of options available to schools. The IMR plan allows for the unused balance to be used in the 2016-17 year. At the end of the fiscal year, any unused balance will be uncommitted and be available for other needed projects.

**Medicine Hat Catholic Board of Education  
School Directed IMR - Project Ended  
14-Mar-17**

School	School Directed IMR for 2015-16	Actuals	Unused
Monsignor McCoy <sup>1</sup>	-	-	
Mother Teresa	6,283	-	6,283
Notre Dame	10,000	-	10,000
St. Francis	5,138	5,006	132
St. Louis	17,632	-	17,632
St. Mary's	19,108	-	19,108
St. Michael's	12,451	-	12,451
St. Patrick's	20,000	8,531	11,469
St. Thomas	10,446	710	9,736
<b>Total</b>	<b>101,058</b>	<b>14,247</b>	<b>86,811</b>

The division will now be undertaking a focus on interior painting in our schools. \$100,000 has been allocated to the 2016-17 project with an expectation that there will be increased focus in future IMR plans. The focus is on preservation of the wall surface. The facilities and Operations Supervisor is working on a plan to address this area in a cost effective manner and balance between contracted and internally provided services. Some work outside of IMR was undertaken at Monsignor McCoy, however we will be looking to IMR for ongoing surface preservation.

Future Projects

Projects which may need to be addressed in 2017-18 which will require future analysis are as follows:

**Medicine Hat Catholic Board of Education  
2017-18 Potential IMR Projects**

School	Source	IMR	Brief Description	Event Type	Priority	Year	Cost
St. Thomas	BLIMS	2017-18 - Potential	Replace original boiler with new	Failure Replacement	Low	2014	187,827
St. Thomas	BLIMS	2017-18 - Potential	Replace the original chimney with new	Failure Replacement	Medium	2014	187,827
Mother Teresa	Local	2017-18 - Potential	Construct Parking Lot		NA	2014	250,000

We are looking at completing the engineering drawings to have in place in the event the boiler needs to be replaced rapidly.

We are also developing a drawing of what a redesigned parking lot at Mother Teresa School may look like which may allow for off-road parking for vehicles and buses.

Deferred Projects:

The audit report from Alberta Infrastructure indicates there is \$11,925,000 of deferred or current projects. We will continue to try to address these projects while managing other emergent needs.

Recommendation

That the Board of Trustees for the Medicine Hat Catholic Board of Education approve the 2016-17 IMR plan in the amount of \$633,660 for new projects and \$687,930 for the previously committed projects in progress from 2015-16 as presented.

**SCHEDULE 1**

**MEDICINE HAT CATHOLIC BOARD OF EDUCATION  
2015-16 INFRASTRUCTURE MAINTENANCE AND RENEWAL  
31-Aug-16**

<b>PROJECT #</b>	<b>FACILITY</b>	<b>DESCRIPTION</b>	<b>IMR PLAN YEAR</b>	<b>STATUS AT AUG 31/16</b>	<b>2015-16 BUDGET</b>	<b>2015-16 ACTUAL</b>	<b>2016-17 Carry-forward</b>
61	Ecole St. Thomas d'Aquin	School Driven Needs - Install Blinds (SR012719)	2016	Completed	3,016	699	
63	Ecole St. Thomas d'Aquin	East Doors (SR012436)	2016	Completed		1,604	
64	Ecole St. Thomas d'Aquin	20 Exit Signs (SR12578)	2016	Completed	7,138	1,243	
65	Ecole St. Thomas d'Aquin	1,200 sq m of flooring (SR012622)	2016	Completed	22,370	17,303	
66	Ecole St. Thomas d'Aquin	Drinking Fountain 1965 (SR12564)	2016	Not Complete	2,039	1,627	412
68	Ecole St. Thomas d'Aquin	Install Security Cameras (SR012637)	2016	Not Complete	30,000	8,487	21,513
60	Ecole St. Thomas d'Aquin	New Boiler Report	2015	Not Started	5,000	0	5,000
62	Ecole St. Thomas d'Aquin	School Driven Needs - Wire Circuit & Data Run in Hallway (SR12717)	2016	Not Started	3,016	0	3,016
69	Mother Teresa	Power assisted door opener (SR012119 & SR11970) (2014-15)	2015	Completed	9,822	4,888	
72	Mother Teresa	Motion Sensor in Gym	2016	Completed		2,256	
73	Mother Teresa	T5 Lighting in Gym (SR011390)	2016	Completed		10,521	
74	Mother Teresa	Lever Handles (SR012613)	2016	Completed	22,432	11,542	
75	Mother Teresa	Security Cameras	2016	Not Complete	30,000	11,787	18,213
77	Mother Teresa	Replace 2 Drinking Fountains (SR12567 & SR12576)	2016	Not Complete	4,079	3,523	556
71	Mother Teresa	Parking Lot	2015	Not Started	5,000	0	5,000
76	Mother Teresa	Replace Ballasts	2016	Not Started	1,019	0	1,019
78	Mother Teresa	Replace concrete sidewalk blocks	2016	Not Started	12,236	0	12,236
79	Mother Teresa	Replace interlocking brick pavers	2016	Not Started	66,269	0	66,269
80	Mother Teresa	School Driven Needs	2016	Not Started	10,000	0	19,822
70	Mother Teresa	School Needs	2015	Completed	-3,717		
83	Notre Dame Academy	Replace AC Unit (SR12373)	2016	Completed		9,468	
84	Notre Dame Academy	Resurface asphalt play surface (SR012862)	2016	Completed	30,000	22,487	
81	Notre Dame Academy	Parking Lot (Carried Over From 2012)	2015	Not Started	20,000	0	20,000
82	Notre Dame Academy	School Driven Needs	2016	Not Started	10,000	0	10,000
1	St. Francis Xavier	Power assisted door opener (SR012636)	2015	Completed	8,468	4,444	
3	St. Francis Xavier	Emergency Light Battery Packs (SR012710)	2016	Completed	10,431	911	
4	St. Francis Xavier	Utility Door in Mechanical Room (SR012606)	2016	Completed		1,362	
5	St. Francis Xavier	Carpet (39 sq m (SR012621)	2016	Completed	3,514	2,708	
6	St. Francis Xavier	3 Water Fountains (SR12566, SR012800, SR12803)	2016	Completed		2,512	
9	St. Francis Xavier	School Driven Needs - Install Camera System	2016	Completed	6,902	4,927	

**SCHEDULE 1**

**MEDICINE HAT CATHOLIC BOARD OF EDUCATION  
2015-16 INFRASTRUCTURE MAINTENANCE AND RENEWAL  
31-Aug-16**

<b>PROJECT #</b>	<b>FACILITY</b>	<b>DESCRIPTION</b>	<b>IMR PLAN YEAR</b>	<b>STATUS AT AUG 31/16</b>	<b>2015-16 BUDGET</b>	<b>2015-16 ACTUAL</b>	<b>2016-17 Carry-forward</b>
8	St. Francis Xavier	Steel Entrance Doors (SR12635 & SR12607)	2016	Not Completed	31,292	1,148	30,144
2	St. Francis Xavier	School Driven Needs	2016	Completed	-1,764	0	0
7	St. Francis Xavier	Circulation Pump (SR012565)	2016	Not Started	4,454	0	4,454
11	St. Louis	Carpet Flooring 350 Sq m (SR12620)	2016	Completed	25,474	2,626	
10	St. Louis	Computer server room AC	2015	Not Started	4,000	0	4,000
12	St. Louis	Restain South Exterior Wall	2016	Not Started	1,631	0	1,631
13	St. Louis	Reconfigure Basement Instructional Area	2016	Not Started	20,000	0	20,000
15	St. Louis	School Driven Needs	2016	Not Started	8,816	0	8,816
14	St. Louis	School Driven Needs	2015		8,816	0	8,816
16	St. Mary's	Carpet in Library & Band Room (SR012616 & SR12617)	2015	Completed	8,468	28,678	
20	St. Mary's	Repaint Exterior 20 sq m (SR012906)	2016	Completed	1,172	289	
21	St. Mary's	Install Lever Type Handsets (SR012611)	2016	Completed	8,790	7,747	
22	St. Mary's	Repaint Exterior 488 sq m (SR012905)	2016	Completed	12,420	7,057	
23	St. Mary's	Emergency Battery Lighting Packs (SR12654)	2016	Completed	22,385	1,666	
27	St. Mary's	Replace 6 Fountains (SR12577, SR11323, SR11492)	2016	Not Completed	26,723	1,844	24,879
17	St. Mary's	Sediment Traps (SR012712)	2015	Not Started	1,806	0	1,806
18	St. Mary's	Sewer Main Study	2015	Not Started	3,387	0	3,387
24	St. Mary's	Add Extensions to Downspouts	2016	Not Started	1,172	0	1,172
25	St. Mary's	Internal Rain Water Leader	2016	Not Started	2,461	0	2,461
26	St. Mary's	Public Address System	2016	Not Started	6,915	0	6,915
28	St. Mary's	Chalkboards	2016	Not Started	61,883	0	61,883
29	St. Mary's	Carpet 880 sq m	2016	Not Started	77,895	0	77,895
31	St. Mary's	School Driven Needs	2016	Not Started	10,000	0	10,000
30	St. Mary's	Power Assisted Door	2016		8,468		8,468
32	St. Michael's	Motion Sensor in Gym	2015	Completed	6,744	3,396	
36	St. Michael's	Exit Signs (SR012678)	2016	Completed	2,110	186	
37	St. Michael's	Emergency Lighting Battery Packs (SR012656)	2016	Completed	9,025	1,242	
38	St. Michael's	Lever Type Handset (SR012645)	2016	Completed	2,930	3,378	
39	St. Michael's	2 Drinking Fountains 1967 (SR12568 & SR12802)	2016	Completed	0	2,402	
33	St. Michael's	Power assisted door opener (SR012646)	2015	Not Completed	8,468	4,356	4,112
40	St. Michael's	Drinking Fountain 1965 (SR012571)	2016	Not Completed	2,227	888	1,339

**SCHEDULE 1**

**MEDICINE HAT CATHOLIC BOARD OF EDUCATION  
2015-16 INFRASTRUCTURE MAINTENANCE AND RENEWAL  
31-Aug-16**

<b>PROJECT #</b>	<b>FACILITY</b>	<b>DESCRIPTION</b>	<b>IMR PLAN YEAR</b>	<b>STATUS AT AUG 31/16</b>	<b>2015-16 BUDGET</b>	<b>2015-16 ACTUAL</b>	<b>2016-17 Carry-forward</b>
42	St. Michael's	Install 4 Manual Sensor Flush Valves	2016	Not Completed	1,524	0	1,524
44	St. Michael's	Replace Doors with Fire Rated	2016	Not Completed	4,220	0	4,220
34	St. Michael's	Sediment Traps (SR012755)	2015	Not Started	2,000	0	2,000
35	St. Michael's	School Driven Needs	2016	Not Started	4,063	0	4,063
43	St. Michael's	Gym Utility Doors (SR012643)	2016	Not Started	3,516	0	3,516
45	St. Michael's	Concrete Walkways 132 sq m	2016	Not Started	9,377	0	9,377
46	St. Michael's	Door Hold Device	2016	Not Started	16,408	0	16,408
47	St. Michael's	School Driven Needs	2016	Not Started	8,388	0	8,388
49	St. Patrick's	School Driven Needs - Bus Lane (SR012907)	2015	Completed	10,000	8,397	
51	St. Patrick's	Emergency Lighting Battery Packs (SR012655)	2016	Completed	7,501	243	
52	St. Patrick's	Upgrade Door to Fire Rated (SR012609)	2016	Completed	1,172	588	
53	St. Patrick's	Stainless Steel Service Sinks (SR012574)	2016	Completed	4,572	1,391	
54	St. Patrick's	Enamel Steel Service Sinks (SR12573)	2016	Completed	4,922	2,067	
55	St. Patrick's	Carpet Flooring 365 sq m (SR012618)	2016	Completed	31,978	17,009	
56	St. Patrick's	Carpet Flooring 602 sq m (SR012619)	2016	Completed	52,710	20,797	
48	St. Patrick's	Power Assisted Door Opener (SR012716)	2015	Not Completed	8,468	4,444	4,024
57	St. Patrick's	Install Security Cameras (SR012638)	2016	Not Completed	30,000	11,204	18,796
59	St. Patrick's	BUR Roofing 1,091 sq m (SR012415)	2016	Not Completed	160,000	102,022	57,978
50	St. Patrick's	Install BMCS	2015	Not Started	57,810	0	57,810
58	St. Patrick's	School Driven	2016		10,000		10,000
85		GST 2014-15	2015		2,805		
86		GST 2015-16	2016		15,368		7,685
<b>TOTAL IMR DISBURSEMENTS - PER ABOVE</b>					<b>1,154,004</b>	<b>359,365</b>	<b>671,023</b>

## SCHEDULE 2

### MEDICINE HAT CATHOLIC BOARD OF EDUCATION 2016-17 INFRASTRUCTURE MAINTENANCE AND RENEWAL 14-Mar-17

PROJECT #	FACILITY	DESCRIPTION	IMR PLAN YEAR	STATUS	2015-16 Carry- forward to 2016-17	2016-17 Projects
2017-01	All Schools	Review and Enhancement of Speakers	2017	New		50,000
2017-02	All Schools	School Interior Painting Projects - Plan to be finalized	2017	New		100,000
2017-03	Ecole St. Thomas d'Aquin	Drinking Fountain 1965 (SR12564)	2016	Not Complete	412	
2017-04	Ecole St. Thomas d'Aquin	Install Security Cameras (SR012637)	2016	Not Complete	21,513	
2017-05	Ecole St. Thomas d'Aquin	New Boiler Report	2015	Not Complete	5,000	
2017-06	Ecole St. Thomas d'Aquin	School Directed	2016	Not Complete	6,720	
2017-07	Ecole St. Thomas d'Aquin	School Directed - Wire Circuit & Data Run in Hallway (SR12717)	2016	Not Complete	3,016	
2017-08	Mother Teresa	Install area lighting (approximately 6 lights)	2017	New		15,479
2017-09	Mother Teresa	Parking Lot	2015	Not Complete	5,000	
2017-10	Mother Teresa	Replace 2 Drinking Fountains (SR12567 & SR12576)	2016	Not Complete	556	
2017-11	Mother Teresa	Replace Ballasts	2016	Not Complete	1,019	
2017-12	Mother Teresa	Replace Blinds (approximately 160 square meters) Replace Carpet Flooring Library , Admin area& Staff room (approximately 454 square meters)	2017	New		21,970
2017-13	Mother Teresa		2017	New		39,751
2017-14	Mother Teresa	Replace concrete pads (approximately 110 square metres)	2017	New		5,949
2017-15	Mother Teresa	Replace concrete sidewalk blocks	2016	Not Complete	12,236	
2017-16	Mother Teresa	Replace curtains - Office area(approximately 30 square meters)	2017	New		3,162
2017-17	Mother Teresa	Replace interlocking brick pavers	2016	Not Complete	66,269	
2017-18	Mother Teresa	Replace PA system	2017	New		20,638
2017-19	Mother Teresa	School Directed	2016	Not Complete	6,283	
2017-20	Mother Teresa	Security Cameras	2016	Not Complete	18,213	
2017-21	Notre Dame Academy	Parking Lot (Carried Over From 2012)	2015	Not Complete	20,000	
2017-22	Notre Dame Academy	School Directed	2016	Not Complete	10,000	
2017-23	St. Francis Xavier	Circulation Pump (SR012565)	2016	Not Complete	4,454	



## SCHEDULE 2

### MEDICINE HAT CATHOLIC BOARD OF EDUCATION 2016-17 INFRASTRUCTURE MAINTENANCE AND RENEWAL 14-Mar-17

PROJECT #	FACILITY	DESCRIPTION	IMR PLAN YEAR	STATUS	2015-16 Carry- forward to 2016-17	2016-17 Projects
2017-24	St. Francis Xavier	Install GFI-Protected Outlets (2 units)	2017	New		1,304
2017-25	St. Francis Xavier	Install Lever Style Handsets (~8 units)	2017	New		2,373
2017-26	St. Francis Xavier	Provide System Based Surge Suppressor (1 Unit)	2017	New		4,151
2017-27	St. Francis Xavier	Steel Entrance Doors (SR12635 & SR12607)	2016	Not Complete	30,144	
2017-28	St. Louis	Computer server room AC	2015	Not Complete	4,000	
2017-29	St. Louis	Reconfigure Basement Instructional Area	2016	Not Complete	20,000	
2017-30	St. Louis	Restain South Exterior Wall	2016	Not Complete	1,631	
2017-31	St. Louis	School Directed	2016	Not Complete	17,632	
2017-32	St. Mary's	1956 Section - T12 Renewal	2017	New		20,000
2017-33	St. Mary's	Add Extensions to Downspouts	2016	Not Complete	1,172	
2017-34	St. Mary's	Carpet 880 sq m	2016	Not Complete	77,895	
2017-35	St. Mary's	Chalkboards	2016	Not Complete	61,883	
2017-36	St. Mary's	Install GFI Protected Electrical Outlets (~11 units)	2017	New		6,524
2017-37	St. Mary's	Internal Rain Water Leader	2016	Not Complete	2,461	
2017-38	St. Mary's	Power Assisted Door	2016	Not Complete	8,468	
2017-39	St. Mary's	Public Address System	2016	Not Complete	6,915	
2017-40	St. Mary's	Replace 6 Fountains (SR12577, SR11323, SR11492) Replace BUR Roofing (1603 sqm) Section 5 - (559.85 sqm) & Section 6 - (272.96 sqm)	2016	Not Complete	24,879	
2017-41	St. Mary's	School Directed	2017	New		175,000
2017-42	St. Mary's	Sediment Traps (SR012712)	2016	Not Complete	19,108	
2017-43	St. Mary's	Sewer Main Study	2015	Not Complete	1,806	
2017-44	St. Michael's	Concrete Walkways 132 sq m	2016	Not Complete	3,387	
2017-45	St. Michael's	Door Hold Device	2016	Not Complete	9,377	
2017-46	St. Michael's	Drinking Fountain 1965 (SR012571)	2016	Not Complete	16,408	
2017-47	St. Michael's	Gym Utility Doors (SR012643)	2016	Not Complete	1,339	
2017-48	St. Michael's		2016	Not Complete	3,516	

## SCHEDULE 2

### MEDICINE HAT CATHOLIC BOARD OF EDUCATION 2016-17 INFRASTRUCTURE MAINTENANCE AND RENEWAL 14-Mar-17

PROJECT #	FACILITY	DESCRIPTION	IMR PLAN YEAR	STATUS	2015-16 Carry- forward to 2016-17	2016-17 Projects
2017-49	St. Michael's	Install 4 Manual Sensor Flush Valves	2016	Not Complete	1,524	
2017-50	St. Michael's	Install GFI-Protected Outlets (~6 units)	2017	New		3,558
2017-51	St. Michael's	Main Entrance Front Doors (SR012644)	2016	Not Complete	10,000	
2017-52	St. Michael's	Power assisted door opener (SR012646)	2015	Not Complete	4,112	
2017-53	St. Michael's	Replace Carpet - Library & Staff Room (~164 m2)	2017	New		14,348
2017-54	St. Michael's	Replace Doors with Fire Rated	2016	Not Complete	4,220	
2017-55	St. Michael's	Replace Vinyl Tile Flooring - Admin area (~341 m2)	2017	New		24,657
2017-56	St. Michael's	School Directed	2016	Not Complete	12,451	
2017-57	St. Michael's	Sediment Traps (SR012755)	2015	Not Complete	2,000	
2017-58	St. Patrick's	BUR Roofing 1,091 sq m (SR012415)	2016	Not Complete	57,978	
2017-59	St. Patrick's	Install BMCS	2015	Not Complete	57,810	
2017-60	St. Patrick's	Install Lever-type Handsets (~9 units)	2017	New		2,729
2017-61	St. Patrick's	Install Security Cameras (SR012638)	2016	Not Complete	18,796	
2017-62	St. Patrick's	Lighting 1986 Addition - Gym	2017	New		15,000
2017-63	St. Patrick's	Power Assisted Door Opener (SR012716)	2015	Not Complete	4,024	
2017-64	St. Patrick's	Replace Asphalt Parking Lot (~1160 m2)	2017	New		87,588
2017-65	St. Patrick's	School Directed	2016	Not Complete	11,469	
2017-66	Monsignor McCoy	Data Room Upgrades	2017	New		7,500
		GST 2015-16	2016		10,834	
		GST 2016-17	2017			9,947
<b>TOTAL IMR DISBURSEMENTS - PER ABOVE</b>					<b>687,930</b>	<b>631,628</b>