

Medicine Hat Catholic Board of Education 2017-18 IMR Plan

Presented to the Board of Trustees for the Medicine Catholic Board of Education on January 9, 2018 and amended April 10, 2018



**Medicine Hat Catholic Board of Education
Infrastructure Maintenance and Renewal
2017-18
Amended April 10, 2018**

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 2017-18 recommended IMR plan along with details on the development of the plan and potential future requirements.

2016-17 IMR Plan and Actuals

In 2016-17, the Board of Trustees approved \$1,321,590 of IMR activity which included \$633,660 of new projects. At the end of the 2016-17 fiscal year \$422,194 worth of projects were completed with \$395,775 committed on approved projects to be completed in fiscal year 2017-18. In 2016-17, \$95,924 of projects were cancelled. Details of the projects and costs are outlined in Schedule 1 attached.

2017-18 IMR Plan

For the development of the 2017-18 plan, several sources were used to determine which projects were required. The government performs reviews on district school buildings every five years and develops a report outlining the work required. While some of these reports are beyond five years old, we continued to use these reports and add 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 priority projects identified from the Alberta Government reports for prior years and for the current year and next year were included for consideration. Several projects were deferred based on scheduling or for further assessment. There are potentially \$670,166 of additional projects held back as a result. None of these projects are determined to be critical.

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.

The items related to St. Thomas were included into the IMR plan pending a board decision on the consideration of school closure. In the event the board makes the decision to close the school, the \$1.143 million of planned projects would be deferred or eliminated. The Board of Trustees made the decision to close St. Thomas in January 2018 which resulted in the elimination of the planned expenditures in the amended IMR plan.

Subsequent to the development of the initial plan, there have been five new projects added to the IMR plan. The most major is with a project at St. Patrick's School for the expansion of the gym storage space at the school to deal with concerns related to storage in the mechanical room, development of an inclusive barrier free washroom and creation of additional breakout space.

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 district in 2017-18:

IMR Carry-forward Balance to 2017-18	1,737,501
add: 2017-18 IMR Allocation	989,025
IMR Funds Available for 2017-18	2,726,526
less: 2016-17 Projects in Progress	(344,975)
less: 2017-18 Projects	(1,197,062)
IMR Funds Available for future projects	\$ 1,184,489

With regards to the specific projects proposed for 2017-18, Schedule 2 outlines the plan. The plan includes \$344,975 for completion of prior year projects and \$1,197,062 of new projects for a total budget of \$ 1,542,037. This will leave \$1,184,489 available for future or emergent needs.

A trial was held with allocating a school-driven allocation in order to allow for schools to address certain needs in the school. While there were positive outcomes, the restrictions on the use of IMR funds and the scale of costs constrained the school's use of the funds. As such the trial will not continue on.

The Ministry of Education in December 2017 issued new requirements regarding the use of IMR funding. Boards need to ensure at least 30% of the IMR is capitalized. This plan has 74% of the funding capitalized. The Ministry is also requiring that plans be submitted to the Ministry.

Future Projects

Projects which may need to be addressed in 2017-18 which will require future analysis are identified in the deferred projects above in the amount of \$670,166. Of the items listed, several may not be required based on the analysis.

In addition, there will be an assessment of expanding the parking at Mother Teresa School which could be a cost of \$250,000. This redesigned parking lot at Mother Teresa School may allow for off-road parking for vehicles and buses.

Deferred Projects:

The audit report from Alberta Infrastructure indicates there is \$8.9 million of deferred projects. We will continue to try to address these projects while managing other emergent needs. These are not priority areas and are based on assumed lifecycles with at least 4 years remaining at time of inspection. Examples would be replacement of fixed bookshelves which may have reached a theoretical end-life.

Recommendation

That the Board of Trustees for the Medicine Hat Catholic Board of Education approve the 2017-18 IMR plan in the amount of \$1,197,062 for new projects and \$344,975 for the previously committed projects in progress from 2016-17 as amended.

**SCHEDULE 1
MEDICINE HAT CATHOLIC BOARD OF EDUCATION
IMR DISBURSMENTS
AUGUST 31, 2017**

PROJECT #	TYPE	FACILITY	DESCRIPTION	IMR PLAN YEAR	STATUS AT AUG31/17	BUDGET	ACCOUNT TOTAL	2017-18 Carry-forward
2017-01		All Schools	Enhancement of speakers - included in other areas	2017	Completed	50,000	-	-
2017-02		All Schools	Interior Painting - included in other projects	2017	Ongoing	100,000	-	-
2017-03		Ecole St. Thomas d'Aquin	Drinking Fountain 1965	2016	Completed	412	192	-
2017-04		Ecole St. Thomas d'Aquin	Install Security Camera (SR012637) - prior year	2016	Completed	21,513	-	-
2017-05		Ecole St. Thomas d'Aquin	New Boiler - planning	2015	In Progress	5,000	-	5,000
2017-06		Ecole St. Thomas d'Aquin	School Driven - Remaining funds	2016	Completed	6,720	-	-
2017-07		Ecole St. Thomas d'Aquin	School Driven Needs - Wire Circuit & Data Run in Hallway	2016	Completed	3,016	3,049	-
2017-08		Mother Teresa	Install area lighting	2017	In Progress	15,479	-	15,479
2017-09		Mother Teresa	Parking Lot	2015	In Progress	5,000	-	5,000
2017-10		Mother Teresa	Replace 2 Drinking Fountains	2016	Completed	556	1,106	-
2017-11		Mother Teresa	Replace Ballasts	2016	In Progress	1,019	3,913	772
2017-12		Mother Teresa	Replace blinds - Completed Paid by SGF	2017	Cancelled	21,970	-	-
2017-13		Mother Teresa	Replace Carpet in Admin area, Library, Portable, ELP Room	2017	Completed	39,751	38,219	-
2017-14		Mother Teresa	Replace concrete pad (amt incl. in brick pavers)	2017	Completed	5,949	-	-
2017-15		Mother Teresa	Replace concrete sidewalk blocks (amt incl. in brick pavers)	2016	Completed	12,236	-	-
2017-16		Mother Teresa	Replace curtain in Admin area - Completed Paid by SGF	2017	Cancelled	3,162	-	-
2017-17		Mother Teresa	Replace interlocking brick pavers	2016	Completed	66,269	35,622	-
2017-18		Mother Teresa	Replace PA system	2017	In Progress	20,638	-	20,638
2017-19		Mother Teresa	School Driven Needs - Remaining Funds	2016	Completed	6,283	-	-
2017-20		Mother Teresa	Security Camera - in prior year	2016	Completed	18,213	-	-
2017-21		Notre Dame Academy	Parking Lot (Carried Over From 2012)	2015	In Progress	20,000	-	20,000
2017-22		Notre Dame Academy	School Driven Needs - Remaining funds	2016	Completed	10,000	-	-
2017-23		St. Francis Xavier	Circulation Pump	2016	Completed	4,454	83	-
2017-24		St. Francis Xavier	Install GFCI outlets	2017	Completed	1,304	110	-
2017-25		St. Francis Xavier	Install lever style handset	2017	Completed	2,373	2,687	-
2017-26		St. Francis Xavier	Provide surge suppressor	2017	In Progress	4,151	-	4,151
2017-27		St. Francis Xavier	Steel Entrance Doors	2016	Completed	30,144	2,388	-
2017-28		St. Louis	Computer server room AC ----- Needs adjusted	2015	Cancelled	4,000	-	-
2017-29		St. Louis	Reconfigure Basement Instructional Area	2016	Completed	20,000	6,340	-
2017-30		St. Louis	Restain South Exterior Wall	2016	Completed	1,631	318	-
2017-31		St. Louis	School Driven Needs	2015	Completed	17,632	-	-
2017-32		St. Mary's	Replace fluorescent fixtures Completed in 2013	2017	Cancelled	20,000	-	-
2017-33		St. Mary's	Add Extensions to Downspouts NOT NEEDED based on new roof	2016	Cancelled	1,172	-	-

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PROJECT #	TYPE	FACILITY	DESCRIPTION	IMR PLAN YEAR	STATUS AT AUG31/17	BUDGET	ACCOUNT TOTAL	2017-18 Carry-forward
2017-34		St. Mary's	Carpet 880 sq m/VCT (Admin, Science, PE, Server Room, Counselling)	2016	Completed	77,895	13,761	-
2017-35		St. Mary's	Chalkboards	2016	In Progress	61,883	-	61,883
2017-36		St. Mary's	Install GFCI outlets	2017	Completed	6,524	410	-
2017-37		St. Mary's	Internal Rain Water Leader - Part of Roof 5 & 6 project	2016	In Progress	2,461	-	2,461
2017-38		St. Mary's	Power Assisted Door - completed in 2013	2016	Cancelled	8,468	-	-
2017-39		St. Mary's	Public Address System	2016	In Progress	6,915	847	2,360
2017-40		St. Mary's	Replace 6 Fountains	2016	Completed	24,879	7,522	-
2017-41		St. Mary's	Roof 5 & 6	2017	Completed	175,000	116,562	-
2017-42		St. Mary's	School Driven Needs	2016	Completed	19,108	-	-
2017-43		St. Mary's	Sediment Traps	2015	Completed	1,806	202	-
2017-44		St. Mary's	Sewer Study	2015	In Progress	3,387	-	3,387
2017-45		St. Michael's	Concrete Walkways 132 sq m	2016	Completed	9,377	5,359	-
2017-46		St. Michael's	Door Hold Device - needs adjusted	2016	Cancelled	16,408	-	-
2017-47		St. Michael's	Drinking Fountain 1965	2016	Completed	1,339	372	-
2017-48		St. Michael's	Gym Utility Doors	2016	Completed	3,516	1,613	-
2017-49		St. Michael's	Install 4 Manual Sensor Flush Valves - cancelled	2016	Cancelled	1,524	-	-
2017-50		St. Michael's	Install GFCI outlets	2017	Completed	3,558	614	-
2017-51		St. Michael's	Main Entrance Front Doors	2016	Completed	10,000	2,803	-
2017-52		St. Michael's	Power assisted door opener	2015	Completed	4,112	4,779	-
2017-53		St. Michael's	Replace carpet in staff room with VCT	2017	Completed	14,438	1,524	-
2017-54		St. Michael's	Replace Doors with Fire Rated - needs adjsuted	2016	Cancelled	4,220	-	-
2017-55		St. Michael's	replace tile floor	2017	In Progress	24,657	-	24,657
2017-56		St. Michael's	School Driven Needs - Remaning funds	2016	Completed	12,451	-	-
2017-57		St. Michael's	Sediment Traps	2015	Completed	2,000	476	-
2017-58		St. Patrick's	Install BMCS	2015	In Progress	57,810	-	57,810
2017-59		St. Patrick's	BUR Roofing 1,091 sq m	2016	Completed	57,810	6,041	-
2017-60		St. Patrick's	Install lever handset	2017	In Progress	2,729	-	2,729
2017-61		St. Patrick's	Security Camera - prior year	2016	Completed	18,796	-	-
2017-62		St. Patrick's	Install fluorescent fixtures Completed in 2013	2017	Cancelled	15,000	-	-
2017-63		St. Patrick's	Power Assisted Door Opener	2015	Completed	4,024	4,603	-
2017-64		St. Patrick's	Replace ashphalt parking lot	2017	In Progress	87,588	-	87,588
2017-65		St. Patrick's	School Driven - Remaining funds	2016	Completed	11,469	-	-
2017-66		Monsignor McCoy	Data Room Upgrades North closet	2017	Completed	7,500	5,518	-
2017-67	New	St. Mary's	Roof 8 & 10	2017	Completed	-	60,009	-
2017-68	New	CAPE	Replace carpet	2017	Completed	-	3,392	-
2017-69	New	Monsignor McCoy	Replace carpet in Library	2017	Completed	-	10,948	-
2017-70	New	Monsignor McCoy	Install VCT tile in Room 307	2017	Completed	-	2,896	-

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PROJECT #	TYPE	FACILITY	DESCRIPTION	IMR PLAN YEAR	STATUS AT AUG31/17	BUDGET	ACCOUNT TOTAL	2017-18 Carry- forward	
2017-71	New	Monsignor McCoy	Replace Tubes and Ballasts	2017	Completed		1,832	-	
2017-72	New	St. Francis Xavier	Power assisted door opener	2015	Completed		269	-	
2017-73	New	St. Francis Xavier	3 Water Fountains	2016	Completed		1,025	-	
2017-74	New	St. Francis Xavier	Concrete Walkways	2017	Completed		9,388	-	
2017-75	New	St. Louis	Hot water tank	2017	Completed		1,089	-	
2017-76	New	St. Louis	Video Surveillance	2017	Completed		10,847	-	
2017-77	New	St. Mary's	Utility room door	2017	Completed		352	-	
2017-78	New	St. Michael's	School Driven Install Bell Timer	2015	Completed		1,337	-	
2017-79	New	St. Michael's	School Driven Needs Install paging horns	2016	Completed		1,142	-	
2017-80	New	St. Michael's	Install security cameras	2017	Completed		7,652	-	
2017-81	New	St. Michael's	Ballasts and tubes in old Portable	2017	Completed		1,336	-	
2017-82	New	St. Patrick's	Hot water tank	2017	Completed		1,544	-	
2017-83	New	St. Patrick's	Fire Doors	2017	Completed		1,785	-	
2017-84	New	Ecole St. Thomas d'Aquin	1998 water fountain	2017	Completed		946	-	
2017-85	New	Mother Teresa	Install Handicap parking stall	2017	Completed		7,244	-	
2017-86	New	Notre Dame Academy	Replace doors to Skate Room	2017	Completed		2,171	-	
2017-87	New	Monsignor McCoy	Install security cameras	2017	In Progress	-	21,224	985	
2017-88	New	Monsignor McCoy	Paint classrooms - part of Painting	2017	In Progress		5,922	-	
2017-89	New	St. Mary's	Video surveillance	2017	In Progress		813	24,643	
	GST		GST Portions				20,779	5,433	
Total							1,319,479	422,193	344,975

**SCHEDULE 2
MEDICINE HAT CATHOLIC BOARD OF EDUCATION
2017-18 IMR Plan**

PROJECT #	FACILITY	DESCRIPTION	IMR PLAN YEAR	2016-17	2017-18		Expense
				Carry- forward	Projects	Capitalized	
2017-05	Ecole St. Thomas d'Aquin	New Boiler - planning	2015	5,000			5,000
2017-08	Mother Teresa	Install area lighting	2017	15,479		15,479	
2017-09	Mother Teresa	Parking Lot	2015	5,000		5,000	
2017-11	Mother Teresa	Replace Ballasts	2016	772			772
2017-18	Mother Teresa	Replace PA system	2017	20,638		20,638	
2017-21	Notre Dame Academy	Parking Lot (Carried Over From 2012)	2015	20,000		20,000	
2017-26	St. Francis Xavier	Provide surge suppressor	2017	4,151			4,151
2017-35	St. Mary's	Whiteboards	2016	61,883			61,883
2017-37	St. Mary's	Internal Rain Water Leader - Part of Roof 5 & 6 project	2016	2,461			2,461
2017-39	St. Mary's	Public Address System	2016	2,360			2,360
2017-44	St. Mary's	Sewer Study	2015	3,387			3,387
2017-55	St. Michael's	replace tile floor	2017	24,657			24,657
2017-58	St. Patrick's	Install BMCS	2015	57,810		57,810	
2017-60	St. Patrick's	Install lever handset	2017	2,729			2,729
2017-64	St. Patrick's	Replace asphalt parking lot	2017	87,588		87,588	
2017-87	Monsignor McCoy	Install security cameras	2017	985			985
2017-89	St. Mary's	Video surveillance	2017	24,643			24,643
2018-01	Ecole St. Thomas d'Aquin	Install Area Lighting at parking lot & Main entrance - CANCELLED	2018	-	-	-	-
2018-02	Ecole St. Thomas d'Aquin	Modify gas regulator installation - CANCELLED	2018			-	-
2018-03	Ecole St. Thomas d'Aquin	Replace Built-up Bituminous Roofing with SBS - CANCELLED	2018			-	-
2018-04	Ecole St. Thomas d'Aquin	Replace Carpet - CANCELLED	2018			-	-
2018-05	Ecole St. Thomas d'Aquin	Replace chipped stair tread tile - CANCELLED	2018			-	-
2018-06	Ecole St. Thomas d'Aquin	Replace Electrical sub-panels - CANCELLED	2018			-	-
2018-07	Ecole St. Thomas d'Aquin	Replace vinyl asbestos flooring - CANCELLED	2018			-	-
2018-08	Ecole St. Thomas d'Aquin	Replace Fire Doors - CANCELLED	2018			-	-
2018-09	Ecole St. Thomas d'Aquin	Boiler, Chimney and HVAC - CANCELLED	2018			-	-
2018-10	Ecole St. Thomas d'Aquin	Sanitary Lines - CANCELLED	2018			-	-
2018-11	Mother Teresa	Install Firestopping	2018		890		890
2018-12	Mother Teresa	Replace Aluminum Windows	2018		7,794	7,794	
2018-13	Mother Teresa	Replace Fire Doors	2018		10,584	10,584	
2018-14	Mother Teresa	Furnace Replacement	2018		3,383		3,383
2018-15	St. Francis Xavier	Provide Barrier Free Parking Stall	2018		1,190		1,190

**MEDICINE HAT CATHOLIC BOARD OF EDUCATION
2017-18 IMR Plan**

PROJECT #	FACILITY	DESCRIPTION	IMR PLAN YEAR	2016-17	2017-18	Capitalized	Expense	
				Carry- forward	Projects			
2018-16	St. Francis Xavier	Provide One Universal Barrier Free Washroom	2018		10,117		10,117	
2018-17	St. Francis Xavier	Provide ULC Approved Fire Stops	2018		1,190		1,190	
2018-18	St. Francis Xavier	Replace Asphalt Drive Lane (~64 m2)	2018		11,082	11,082		
2018-19	St. Francis Xavier	Replace Incandescent Exit Signs With LED Exit Signs (~8 ea.) - CANCELLED	2018		-		-	
2018-20	St. Francis Xavier	Replace 7 Service Sinks	2018		14,143		14,143	
2018-21	St. Francis Xavier	Replace Janitor Sink	2018		3,385		3,385	
2018-22	St. Francis Xavier	Replace domestic water heater	2018		4,285		4,285	
2018-23	St. Mary's	Replace 2 janitor Sinks	2018		2,781		2,781	
2018-24	St. Mary's	Replace Roof - Sections 4 & 7	2018		200,000	200,000		
2018-25	St. Michael's	Install Door Hold Open Devices (~4 units)	2018		16,663		16,663	
2018-26	St. Michael's	Provide System Based Surge Suppressor (1 Unit)	2018		4,166		4,166	
2018-27	St. Michael's	Provide ULC Approved Fire Stops	2018		1,190		1,190	
2018-28	St. Michael's	Upgrade Doors to Fire Rated Assemblies (~4 units)	2018		4,285		4,285	
2018-29	St. Michael's	Replace Janitor Sink	2018		3,385		3,385	
2018-30	St. Michael's	Replace domenstic water heater	2018		4,285		4,285	
2018-31	St. Patrick's	Provide System Based Surge Suppressor (1 Unit)	2018		4,166		4,166	
2018-32	St. Patrick's	Replace refrigerant condensing unit	2018		7,974	7,974		
2018-33	St. Patrick's	Replace rooftop air conditioning unit	2018		161,806	161,806		
2018-34	Monsignor McCoy	Install VCT Room 607	2018		4,400		4,400	
2018-35	Monsignor McCoy	Install VCT Room 616	2018		4,800		4,800	
2018-36	Monsignor McCoy	Install VCT Corridors	2018		40,000		40,000	
2018-37	Monsignor McCoy	Install VCT 2nd level corridor	2018		15,000		15,000	
2018-38	Monsignor McCoy	Replace Boiler	2018		200,000	200,000		
2018-39	Monsignor McCoy	Modernization Unfunded	2018		1,563		1,563	
2018-40	Division Project	Interior Painting	2018		100,000		100,000	
2018-41N	St. Patrick's	Replace PA System	2016		6,182	6182		
2018-42N	Mother Teresa	Replace carpet in three portables	2018		8,000		8,000	
2018-43N	Notre Dame Academy	PA System	2018		10,000	10,000		
2018-44N	Notre Dame Academy	Water Fountain	2018		1,521		1,521	
2018-45N	St. Patrick's	Expansion of Gym Storage, Inclusive, barrier free washroom, additional breakout space	2018		308,000	308,000		
	GST	GST Portions			5,433	18,851	6,205	
Total					344,975	1,197,062	1,148,016	394,021

74% 26%