



REPORT TO

REGULAR BOARD

## CAPITAL AND RENEWAL PROGRAM UPDATES – COVID-19 IMPACT

*"I can do all things through HIM who strengthens me."  
Philippians 4:13 (NRSVCE)*

Created, Draft	First Tabling	Review
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L. Northey, Senior Manager, Capital Development  
M. Iafrate, Senior Coordinator, Asset Renewal  
D. Friesen, Superintendent, Capital Development and Asset Renewal

### INFORMATION REPORT

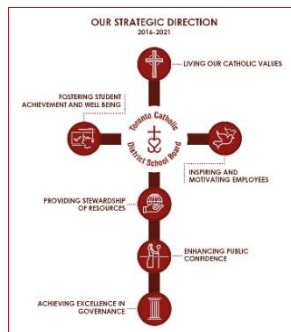
#### Vision:

*At Toronto Catholic we transform the world through witness, faith, innovation and action.*

#### Mission:

*The Toronto Catholic District School Board is an inclusive learning community uniting home, parish and school and rooted in the love of Christ.*

*We educate students to grow in grace and knowledge to lead lives of faith, hope and charity.*



Rory McGuckin  
Director of Education

D. Koenig  
Associate Director  
of Academic Affairs

L. Noronha  
Associate Director of Facilities,  
Business and Community  
Development, and  
Chief Financial Officer

## **A. EXECUTIVE SUMMARY**

This report provides an update to the Board on the impact of COVID-19 emergency measures and restrictions on the current Capital and Renewal programs.

Since the closure of the school buildings on March 23, only work that is critical to health, safety and security has been permitted in our schools. Further, the Government of Ontario issued a revised list on April 4 that did not identify school construction sites as an essential workplaces. With the exception of a handful of critical repairs, all Capital and Renewal construction work has been halted until these restrictions can be lifted. Depending on the length of the closures, work planned for summer 2020 may be delayed.

The Capital program is further impacted by the closure of the City of Toronto Planning and Building Departments. Although design work by consultants is continuing through the use of online communication, delays in Site Plan Approval applications, Building Permits and Notices of Approval Conditions will have an impact on overall project schedules.

Details of the impacts on individual projects are outlined in Appendices A and B. As more information is available, further updates on the Capital and Renewal programs will be provided to the Board.

*The cumulative staff time required to prepare this report was 14 hours.*

## **B. PURPOSE**

1. The report provides a detailed update to the Board on the impact of COVID-19 emergency measures and restrictions on the current Capital and Renewal programs.

## **C. BACKGROUND**

1. *Following the closure of schools and the CEC on March 12, Renewal and Capital work proceeded as planned for the week of March Break with social distancing practices in place.* Capital deficiency work was completed at St. John the Evangelist, St. Clement and St Edward. Critical Renewal work was started and/or completed at Madonna, Chaminade, St. Patrick, St. Marguerite

Bourgeoys, St. Martin de Porres, Our Lady of Perpetual Help, St. Jerome, D'Arcy McGee, Our Lady of Peace, along with the continuation of system wide initiatives such as cooling centre and access control installations.

2. ***Since March 23, only Capital and Renewal work that has been determined to be critical to health, safety and security has been permitted at school sites.*** Each individual request for school access is evaluated and only where determined to be critical have arrangements been made for work to be carried out on site. Prior to commencement of any work, contractors are required to submit COVID-19 protocols for review and for monitoring.
3. ***On March 21, the Government of Ontario required the closure of all non-essential work places.*** With very few exceptions, contractors, architects, engineers, surveyors and planners have moved to home office set-ups and online communication tools to continue pre-construction and design work. At present, the continuing closure of school sites to technical investigations (Designated Substances Surveys, topographical surveying, building systems review, etc.) poses a risk to meeting project milestone dates.
4. ***On March 21 the City of Toronto Planning and Building departments were closed and formal submission and review of site plan approval applications, building permit applications and other Municipal submissions were stopped.*** Through the City of Toronto Site Plan Coordinator, contact with relevant City staff was established to allow some projects to continue to progress through City approvals. On April 20, the City provided a new protocol for site plan approval resubmissions (second and subsequent submissions in response to City comments to previously submitted Site Plan applications). However, at this time, new submission are not being accepted.
5. ***On April 4, the Government of Ontario issued a revised List of Essential Workplaces that did not identify school construction sites as essential workplaces (see Appendix C).*** A subsequent memo from the Ministry of Education (see Appendix D) and an outside legal opinion confirmed that school construction sites should not be considered essential. All ongoing construction and related activities were halted and the sites secured. TCDSB has subsequently obtained a legal opinion that some critical urgent Renewal deficiency work can proceed.

## **D. EVIDENCE / RESEARCH / ANALYSIS**

1. Challenges to the ongoing Renewal and Capital programs from COVID-19 measures and the response to these challenges have been identified as below:

<b>COVID-19 MEASURE</b>	<b>IMPACTS</b>	<b>RESPONSE</b>
<b>Social Distancing</b>	No in-person consultant or contractor meetings	Meeting held through online applications
	Unable to have community consultation or LDC meetings	Meeting held through online applications
	Unable to have bidders' site meetings	No new construction tenders issued by TCDSB – fair procurement cannot be assured
<b>Closure of All Non-Essential Work Places</b>	Board staff working from home.	All staff equipped with laptops. Regular online team meetings and communication.
	Architectural and engineering consultants working from home.	Regular online team meetings and communication.
<b>Closure Of City of Toronto Building And Planning Departments</b>	No on site building inspections	Professional consultants are permitted to carry out site review and reports

<b>Closure Of City of Toronto Building And Planning Departments</b> (continued)	Building permit applications not being accepted or reviewed	Permit applications being held.
	New SPA applications not being accepted	Working through Site Planning Coordinator to submit informally with additional documentation
	City planning and building staff not provided with equipment to work from home.	Working through Site Planning Coordinator to establish informal communication with project planners to continue to progress projects.
<b>Only work critical to health, safety and security permitted at school sites.</b>	All potential site work assessed as to whether legally permitted.	All potential site work has been identified and prioritized to determine impact and future risk.
	Unable to complete on site investigations (DSS, surveys, etc.)	SPA application work on hold until restrictions lifted. Tender documents for some Renewal projects on hold.
	Unable to conduct on site meetings, deficiency walk-throughs and construction reviews.	Meetings held through online applications where possible. Other site access on hold until restrictions lifted.
<b>Declaration Of School Construction As Non-Essential Workplaces</b>	No capital or renewal construction work permitted on school sites	All construction related work stopped. Construction sites closed pending Provincial announcement.

## D2 CAPITAL PROJECT IMPACTS

1. ***Appendix A provides a detailed list by school of known and potential impacts of COVID-19 measures on Capital projects.***
2. ***The new St. Joseph Morrow Park construction site was closed April 4 per the Province's revised list of essential workplaces.*** SJMP is the only Capital project currently in the construction phase and the new school is scheduled to open for September 2020. Should the current construction site closure extend beyond June 5<sup>th</sup>, the opening of the new school will be delayed. If construction restrictions are lifted sooner, the September opening will still be in jeopardy due to potential unavailability of materials and labour and backlog of demand for inspections. Arrangements are being made to extend the current lease with Tyndale College to accommodate the students into the fall as necessary.
3. ***Summer 2020 construction start dates may be affected if work cannot be tendered or building permits secured as scheduled.*** New tenders cannot be issue at this time and the City Building department is not currently accepting new building permit applications. Construction documentation is currently being completed for the new schools at St Leo and St. Raymond, the childcare addition at St Barnabas, the retrofits for Regina Mundi, as well as a number of other childcare retrofits. All of these projects are scheduled to go to tender within the next four to eight weeks and begin construction this summer or fall. Any significant delay in tendering may impact construction start dates. Student relocation plans are being reviewed to respond to these changing circumstances.
4. ***Where school community review and approvals have been required, online communication tools are being used successfully.*** Local Design Committee (LDC) meetings for St. Fidelis and St. Michael's Choir School have been held and required sign-offs received. LDC meetings are scheduled for St. John Vianney, Holy Angels and St. John Henry Newman. Consultation with wider communities, such as Good Neighbour meetings prior to construction start, have been put on hold as these meeting do not impact critical timelines and are not practical to carry out online.
5. ***The Site Plan Approval (SPA) submission and review process has been significantly impacted by the closure of the City Planning Department.*** SPA application dates will be delayed. Currently, consultants are not able to complete site investigations (surveying, geotechnical, designated substances,

etc.) that are required for SPA applications and City Planning is not accepting new applications at this time. St Antoine Daniel, St. Fidelis, Holy Angels, and St. John Henry Newman are all scheduled to be submitted for SPA in the coming weeks.

Additionally, it is assumed that there will be a significant backlog of SPA applications at the City once applications re-open. This may extend the typical timeline for Notice of Approval Conditions (NOAC) from 12 months to +18 months with implications to the overall project schedule and school opening dates.

6. ***Submissions and review for approvals by the Ministry of Education (EDU) are ongoing and there is no indication that these approval timelines are affected by COVID-19 measures.*** Outstanding EDU approvals include Dante Alighieri space plan template, St. Margaret gym addition, St Raymond Approval to Proceed (ATP) to tender. Communication with EDU staff is ongoing via telephone and email.

### D3 RENEWAL PROGRAM IMPACTS

1. ***Appendix B provides a detailed list by school of known and potential impacts of COVID-19 measures on currently active Renewal projects.*** The list is sorted by Trustee Ward and provides a detailed description of work, along with the current project status, required completion date, as well as known and potential impacts of COVID-19 measures have had/will have on the completion of the Renewal work over the next few months and summer period.
2. ***The Heating Upgrade project schedule for Loretto Abbey has been significantly impacted by the closure of non-essential workplaces.*** The Project is currently in the design phase, with a significant amount of field verification work yet to be completed, including the Designated Substance Survey. As a result, this has delayed the construction tender as well as potentially impacted the availability and delivery times of equipment and contractors to complete this critical work. As a result, staff have recommended a construction start date of May 2021 and have developed a contingency plan to provide heating should the existing Loretto Abbey heating plant fail in the winter of 2020-2021.

3. *System Wide programs, such as the Cooling Centre Installations have been impacted by the closure of non-essential workplaces.* Completion of the Phase 1 Cooling Centre work was scheduled for May 2020. As a result of the closure of non-essential workplaces, a number of Phase 1 cooling centres installations have yet to be completed. This has also delayed the start of Phase 2 work, with the bulk of the installation planned to be completed in the summer months.

## **E. METRICS AND ACCOUNTABILITY**

1. Projected capital project timelines will be revised to take into account potential delays as the long-term impact of COVID-19 measures become clearer. The revised Capital Project Timelines will be circulated by June 30, 2020.
2. The status of Renewal projects listed in Appendix B will be updated as the impacts around the COVID-19 measures are determined. Staff will communicate delays with the school communities and through the Board Website.
3. The annual Capital and Renewal Update Reports will be submitted to Corporate Services in September and October respectively as scheduled.

## **F. CONCLUDING STATEMENT**

This report is for the consideration of the Board.