Minutes – Executive Policy Committee – April 21, 2010

Minute No. 259
Report – Standing Policy Committee on Protection and Community Services – April 8, 2010

Item No. 2 Community Incentive Grant –
The Winnipeg Children's Access Agency Inc.
(Fort Rouge-East Fort Garry Ward)
eFile PR-2.6(32)

EXECUTIVE POLICY COMMITTEE RECOMMENDATION:

The Executive Policy Committee concurred in the recommendations of the Standing Policy Committee on Protection and Community Services and the City Centre Community Committee and submits the following to Council:

1. That the following eligibility criteria for the Community Incentive Grant Program be waived in this instance, namely:

   A. The organization is a non-profit community organization offering sport or recreation services or is a non-profit community organization that contributes to the health and well being of the community; but not through the development of a sport or recreation capital project; that is accessible to the community.

2. That a Community Incentive Grant in the amount of $10,000.00, funded from the Fort Rouge-East Fort Garry Ward allocation, be approved to the Winnipeg Children's Access Agency Inc., to assist with the cost of the Children's Waiting Area Renovation project, subject to the following conditions:

   A. Confirmation of other funding sources;

   B. Approval of final plans and specifications for the project by the Director of Community Services; and

   C. The applicant entering into a formal agreement with the City of Winnipeg.

3. That the Proper Officers of the City be authorized to do all things necessary to implement the intent of the foregoing.

Pursuant to the Voting Requirements By-law No. 126/2003, any Community Incentive Grant that does not comply with the terms contained in the Community Incentive Grant Policy requires approval by two-thirds of the Members present at Council.

Minutes – Executive Policy Committee – April 21, 2010

Report – Standing Policy Committee on Protection and Community Services – April 8, 2010

DECISION MAKING HISTORY:

Moved by Councillor Pagtakhan,

That the recommendations of the Standing Policy Committee on Protection and Community Services and the City Centre Community Committee be concurred in and forwarded to Council.

Carried

STANDING COMMITTEE RECOMMENDATION:

On April 8, 2010, the Standing Policy Committee on Protection and Community Services concurred in the recommendation of the City Centre Community Committee and submitted the matter to the Executive Policy Committee and Council.

COMMUNITY COMMITTEE RECOMMENDATION:

On March 2, 2010, the City Centre Community Committee did not concur in the recommendation of the Winnipeg Public Service and recommended to the Standing Policy Committee on Protection and Community Services:

1. That the following eligibility criteria for the Community Incentive Grant Program be waived in this instance, namely:

    A. The organization is a non-profit community organization offering sport or recreation services or is a non-profit community organization that contributes to the health and well being of the community; but not through the development of a sport or recreation capital project; that is accessible to the community.

2. That a Community Incentive Grant in the amount of $10,000.00, funded from the Fort Rouge-East Fort Garry Ward allocation, be approved to the Winnipeg Children's Access Agency Inc., to assist with the cost of the Children's Waiting Area Renovation project, subject to the following conditions.

    A. Confirmation of other funding sources;

    B. Approval of final plans and specifications for the project by the Director of Community Services; and

    C. The applicant entering into a formal agreement with the City of Winnipeg.

ADMINISTRATIVE REPORT

ISSUE: Community Incentive Grant – The Winnipeg Children's Access Agency Inc.

Critical Path: City Center Community Committee

AUTHORIZATION

Author	Department Head	CFO	CAO
M. Kowal	C. Wightman		

RECOMMENDATIONS

The Community Services Department recommends that the application from The Winnipeg Children's Access Agency Inc., for their Children's Waiting Area Renovation, in the amount of $50,000, be denied.

IMPLICATIONS OF THE RECOMMENDATIONS

The Community Incentive Grant Program is funded under the Annual Capital Budget.

Project Name: Children's Waiting Area Renovation
Amount Requested: $50,000
Total Project Cost: $350,000

This application does not meet the following criteria approved by Council in 1996:

- Organization is a non-profit community organization offering sport or recreation services or is a non-profit community organization that contributes to the health and well being of the community; **but not** through the development of a sport or recreation capital project; that is accessible to the community.
-

HISTORY

Please refer to the attachments.

FINANCIAL IMPACT

Financial Impact Statement

Date: February 17, 2010

Project Name:

Children's Waiting Area Renovation

First Year of Program 2010

Community Incentive Grant

Name of Organization: The Winnipeg Children's Access Agency Inc.

	2010	2011	2012	2013	2014
Capital					
Capital Expenditures Required	$ 50,000	$ -	$ -	$ -	$ -
Less: Existing Budgeted Costs	50,000	-	-	-	-
Additional Capital Budget Required	$ -	$ -	$ -	$ -	$ -
Funding Sources:					
Debt - Internal	$ -	$ -	$ -	$ -	$ -
Debt - External	-	-	-	-	-
Grants (Enter Description Here)	-	-	-	-	-
Reserves, Equity, Surplus	-	-	-	-	-
Other - Enter Description Here	-	-	-	-	-
Total Funding	$ -	$ -	$ -	$ -	$ -
Total Additional Capital Budget Required	$ -				
Total Additional Debt Required	$ -				
Current Expenditures/Revenues					
Direct Costs	$ -	$ -	$ -	$ -	$ -
Less: Incremental Revenue/Recovery	-	-	-	-	-
Net Cost/(Benefit)	$ -	$ -	$ -	$ -	$ -
Less: Existing Budget Amounts	-	-	-	-	-
Net Budget Adjustment Required	$ -	$ -	$ -	$ -	$ -

Additional Comments:

There are no financial implications associated with this report.

Original Signed By:

Cindy Fernandes, CMA

Manager, Finance & Administrative Services

CONSULTATION

In preparing this Report there was consultation with:

- The applicant, The Winnipeg Children's Access Agency Inc.

SUBMITTED BY

Department: Community Services
Division: Community Development and Recreation Services
Prepared by: M. Kowal, Recreation Technician, Community Incentive Grant Program
Date: February 23, 2010
File No.

Attachments:


Application



Evaluation


Supporting Documentation

THE CITY OF WINNIPEG
COMMUNITY INCENTIVE GRANT PROGRAM

APPLICATION

Please refer to the "Guide to Applicants" for assistance completing this form.

1. Name of Organization: The Winnipeg Children's Access Agency Inc.
2. Mailing Address: 385 River Avenue
   Postal Code: R3L 0C3 Phone No.: 284-4170
3. Name of designated officials to be contacted about this application:
   Name: Mary Dawson Phone (Res.): 772-6920
   Position: Executive Director Phone (Bus.): 284-4170
   Name: Karen Donald Phone (Res.): 475-7605
   Position: Office Manager Phone (Bus.): 284-4170
4. How long has the organization been in operation? 13 years.
5. **CIGP Requested Amount** $ 50,000 (Max. 50% of Total Project Cost)

LIST OTHER SOURCES OF FUNDING	**AMOUNT**	**CONFIRMED**
SOURCE # 1. The Wpg Foundation	$ 75,000	YES ☐ NO ☑
SOURCE # 2. Community Places	$ 50,000	YES ☐ NO ☑
SOURCE # 3. MB Community Services Council	$ 40,000	YES ☐ NO ☑
SOURCE # 4. The Carolyn Sifton Foundation	$ 75,000	YES ☐ NO ☑
Total Project Cost	$ 350,000	

Has this project received prior funding under the Community Incentive Grant Program? YES ☐ NO ☑

6. Name of Project: Children's Waiting Area Renovation
7. Location of Project: 385 River Avenue
   Preferred Start Date: Fall 2010 End Date: approx 2 months
8. **Detailed Project Description: Attach on separate sheets or use the reverse side of this application.**

APPLICANT SIGNATURES

I/We hereby certify that I/we am/are the authorized signing officer(s) of the applying organization and this application is accurate to the best of my/our knowledge.

SIGNATURE	TITLE/POSITION	DATE
M Dawson	Executive Director	Feb 10/2010
SIGNATURE	TITLE/POSITION	DATE

Winnipeg

COMMUNITY INCENTIVE GRANT PROGRAM
APPLICATION EVALUATION

Applicant:	**The Winnipeg Children's Access Agency Inc.**	**Total Project Cost:**	**$350,000.00**
Project Description:	**Children's Waiting Area Renovation**	**Grant Requested:**	**$50,000.00**
Date of Application:	**February 17, 2010**	**Maximum Allowed:**	**$175,000.00**
		% of Total Project Cost:	**14.3 %**

Funding Source	**Amount**	**Confirmed**
The Winnipeg Foundation	$75,000.00	No
Manitoba Community Places Program	$50,000.00	No
Manitoba Community Services Council	$40,000.00	No
The Carolyn Sifton Foundation	$75,000.00	No
Total	$240,000.00	

Meets Program Eligibility and Selection Criteria		**Yes**	**No**
1 a)	Organization is a non-profit community organization offering sport or recreation services or is a non-profit community organization that contributes to the health and well being of the community;	X	
b)	through the development of a sport or recreation capital project;		X
c)	that is accessible to the community;	X	
2	Makes a significant contribution to the long-term benefit of the community at large in terms of improved facilities.	X	
3	Does not compete with or duplicate other community facilities.	X	
4	Benefits the community a large and remains accessible to all members of the community.	X	
5	Includes confirmation of sufficient resources to maintain and operate completed projects.	X	
6	Clearly articulates a plan of activities including projected work schedules, material, labour, equipment and other project requirements. Project leads to the completion of a substantial physical product.	X	
7	Is feasible within the project management capabilities of the applicant.	X	
8	Total project funding is confirmed.		X
9	Does not include any funds from the City.	X	

Criteria Exceptions:

Organization is a non-profit community organization offering sport or recreation services or is a non-profit community organization that contributes to the health and well being of the community; but not through the development of a sport or recreation capital project; that is accessible to the community.

Department Financial Implications:

Departmental Recommendations:

That this application be denied.

Prepared By: Community Services Department

Date: **February 17, 2010**

Application Evaluation Revised September 25, 2003

The City of Winnipeg
Community Incentive Grant Program

1. The Winnipeg Children's Access Agency Inc.

2. 385 River Avenue, Winnipeg, MB R3L 0C3

3. Mary Dawson, Executive Director
   The Winnipeg Children's Access Agency Inc.
   284-4170

4. n/a

5. Grant applications in process – will notify as confirmation is received
   - Community Places – 50,000
   - The Winnipeg Foundation – 75,000
   - Manitoba Community Services Council – 40,000
   - The Carolyn Sifton Foundation – 75,000
   - WCAA - 25,000 (confirmed)

6. Children's Waiting Area Renovation

7. See attached Class C

8. See attached Class C prepared by Bridgman Collaborative for the project description and details of the project.

WCAA provides supervised visitation and exchange services for children and their parents or grandparents where there has been a history of domestic violence. Established in 1996, WCAA has continued to grow over the years in response to increasing community need. It is the only supervised access centre in Winnipeg and provides services to families from across the city.

Our recent expansion will enable us to increase the number of visitation hours each week from 72 to 144. The renovation project will create a more safe and efficient entry and transition point for children moving from custodial to visiting party. The entry will also serve to isolate the existing training/meeting room from the visitation site to allow for use during site operating hours.

WCAA is funded by the Province of Manitoba, Department of Family Services and Consumer Affairs, Family Violence Prevention Program in the amount of $387,500 annually.

WCAA has always been located in the Osborne Village area to remain accessible for families attending via public transit. From most areas of the city, one can get to the visitation site (385 River Avenue) in two buses. There is also parking on site.

For families requiring supervised visitation, WCAA is usually the last option for facilitating child and parent contact. The families that use WCAA have one two-hour visit once per week. This is the only opportunity for children to interact and spend time with their non-custodial parent or grandparent. They must remain on site at WCAA for the duration of the visit.

At WCAA families have the opportunity to move through the visitation site and play with various games, toys and activities. There is a fenced outdoor play area that families can utilize in the warmer months to play basketball or ball hockey, have a picnic, skip jump rope and enjoy being outside together. This is their only available form of recreation.



The Winnipeg Children's Access Agency
"Class C" Report

The Winnipeg Children's Access Agency
385 RIver Avenue,
Winnipeg, MB R3L 0C3

January 18, 2010
Revised Janurary 29, 2010

bridgmancollaborative

678 MAIN STREET WINNIPEG, MB R3B 1E4
204 488 3857 tel. 204 488 0216 fax.

www.bridgmancollaborative.ca

bridgmancollaborative
ARCHITECTURE

making public work.

bridgmancollaborative
ARCHITECTURE LTD

Table of Contents

1.0 Project Description


2.0 Approach


3.0 Drawings


4.0 "Class C" Cost Estimate

1.0 Project Description

The Winnipeg Children's Access Agency (WCAA) provides a safe, neutral and child-focused environment for supervised visitation and exchange for children and their parents or grandparents. The Agency purchased 385 River Avenue and relocated in August 2008, in response to increased demand for services. As part of the Agency's long-term strategic plan, an expanded location and additional funding was needed to address the 8-month wait list that existed. In November 2009 Minister Gord Mackintosh, Minister of Family Services, announced increased operational funding to enable WCAA to double the amount of supervised visitation available to 144 hours per week.

Safety remains the primary guiding principle for WCAA. The needs of the families must be considered in all aspects of service delivery. At present, visiting parties arrive via the front (south/River Avenue) doors. Custodial parties and the children arrive at the back door (north/lane facing doors). A staggered arrival and departure procedure and separate entrances minimize opportunity for parental parties to come into contact. In many cases Protection Orders prohibit contact between them. Visiting parents arrive 15 minutes prior to their start time, enter the building, and proceed to the designated waiting area. Children arrive at their designated start time and must wait outside or enter a small vestibule.

With the expansion of services, this arrangement will no longer work for families and staff. It is inconvenient and unwelcoming as it literally leaves the families out in the cold. More importantly, it create potential safety issues as numbers increase with a minimum of 16 individuals arriving at transition time for visits.







Providing a safe and welcoming place with appropriate space for children's transition is a necessary next step for WCAA. Reconfiguring the interior to provide the necessary separation of custodial and visiting parents within the building is also required. The renovation solution must accommodate the physical needs of arrival for at least 8 custodial family groups at one time.

Over the course of three site meetings with the client and one with Community Places Program Director Mark Ranson, we developed an approach that will meet the needs of WCAA staff, children and their families. The approach also incorporates the results of an informal survey conducted by the Agency amongst custodial parents regarding their levels-of-satisfaction with the current facilities at the Agency.

Several upgrades to the building are required to produce a safe, efficient, and welcoming north (custodial family) entrance. The proposed renovation of the building will expand the north/lane facing entryway and provide an arrival room. On the exterior, the proposed renovation solution involves beatification of back exterior façade, upgrades to exterior lighting, and creation of a sunny vestibule for arriving families. The enhanced back entryway requires enclosure of the existing basement stairs with a floor and a trap door for access. The front vestibule will also be addressed, to ensure that the front doors close and lock properly. On the interior, the renovation solution involves upgrades to lighting, accessibility, and alterations to the floor plan to provide necessary separation and accommodate the enhanced arrival area.





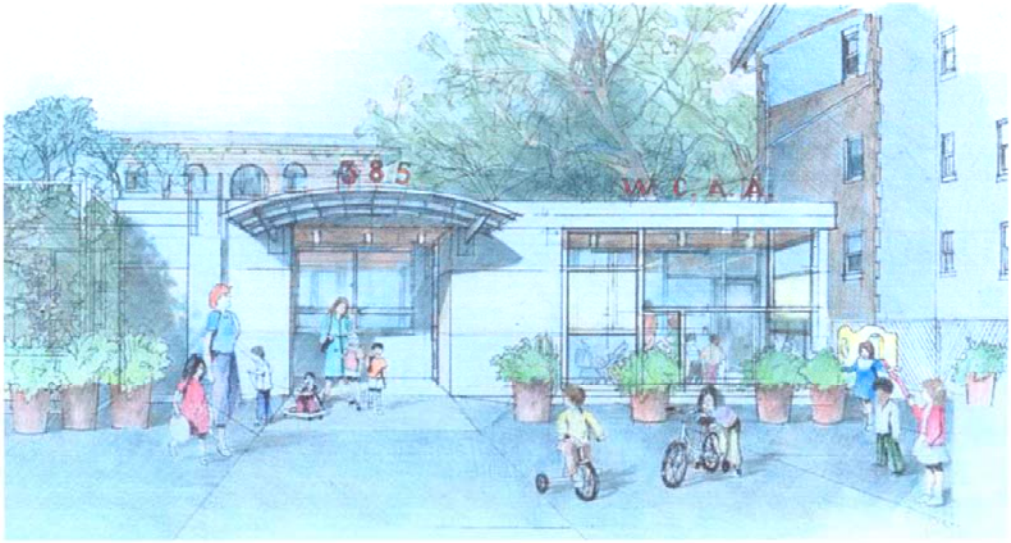


2.0 Approach (Architecture)

Interior and exterior space will be reconfigured to provide greater safety with sensitivity to the needs of clients, employees, and volunteers of the Agency.



Exterior renovations to the north entryway will create a more welcoming place for arriving families. A sheltering canopy will be constructed over the back entryway and vestibule. A glass vestibule will replace the existing doorway, providing secure stroller storage for arriving families. The glass vestibule will feature windows reused from the south training room. The existing north door, located near the basement stairs, will be removed to accommodate the new vestibule. The radiator in the back hall will also be removed to widen the space. Beautification of the north entryway will be provided through plantings over the fenced mechanical area, enhanced signage, and a new play area.



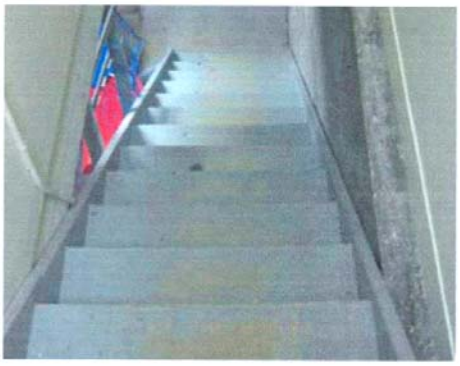
2.0 Approach Continued

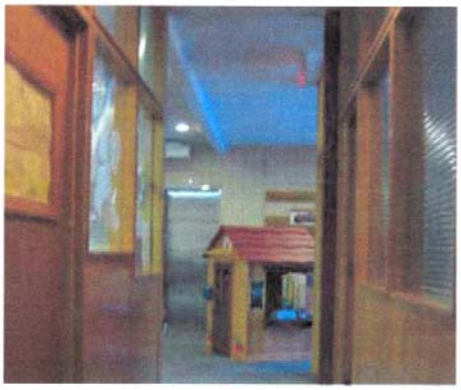
A new visiting room for arriving families will be created through the interior reconfiguration of the two existing offices adjacent to the north entry vestibule. A washroom will also be created to provide separate facilities for arriving families. The visiting room will have connections to the volunteer training room and the north entryway and hall.

The renovation solution includes several enhancements to the volunteer training room. The floor will be raised in the training room to provide an accessible facility. Lighting will be enhanced with new interior fixtures. New windows will be provided in the south facing training room. The existing radiators in the training room will be removed to accommodate the raised floor and replaced with in-floor heating.

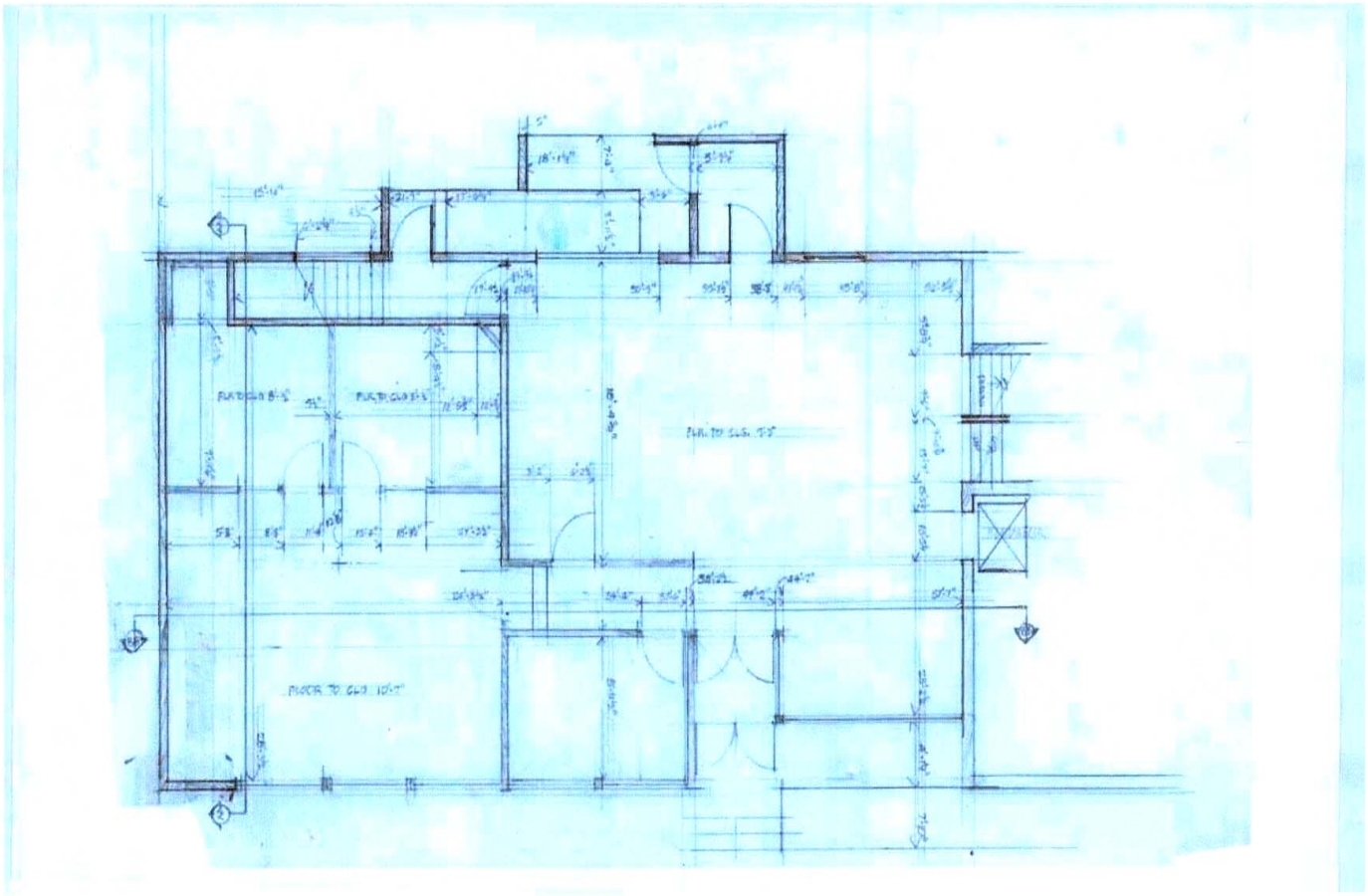
The main reception room and lobby for visiting parents will have an open floor plan. The intent is to create a well-lit and comfortable space for parents, grandparents and children to have supervised visitation. Enhanced interior lighting will be installed, along with a bulkhead to conceal mechanical features on the ceiling.



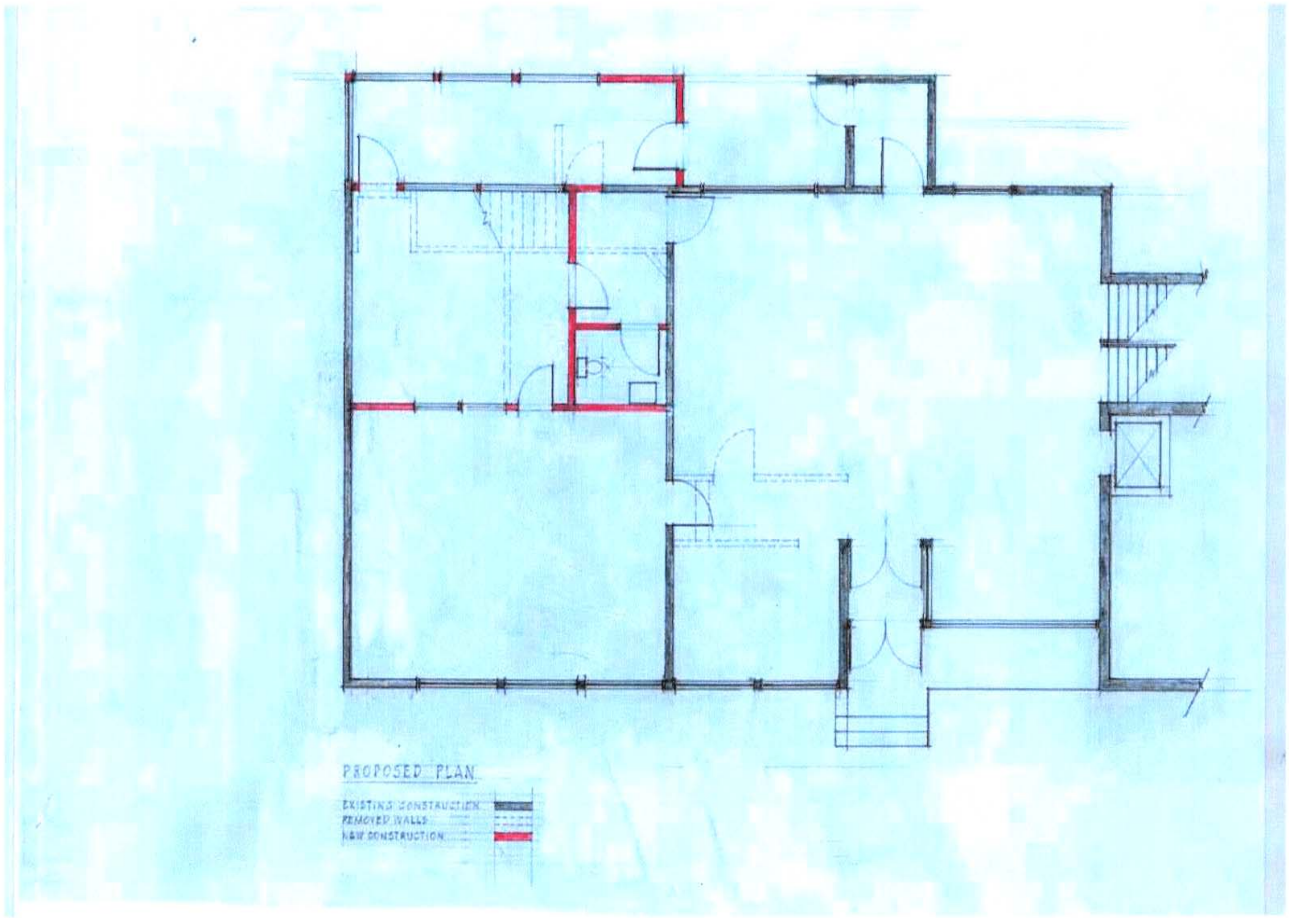




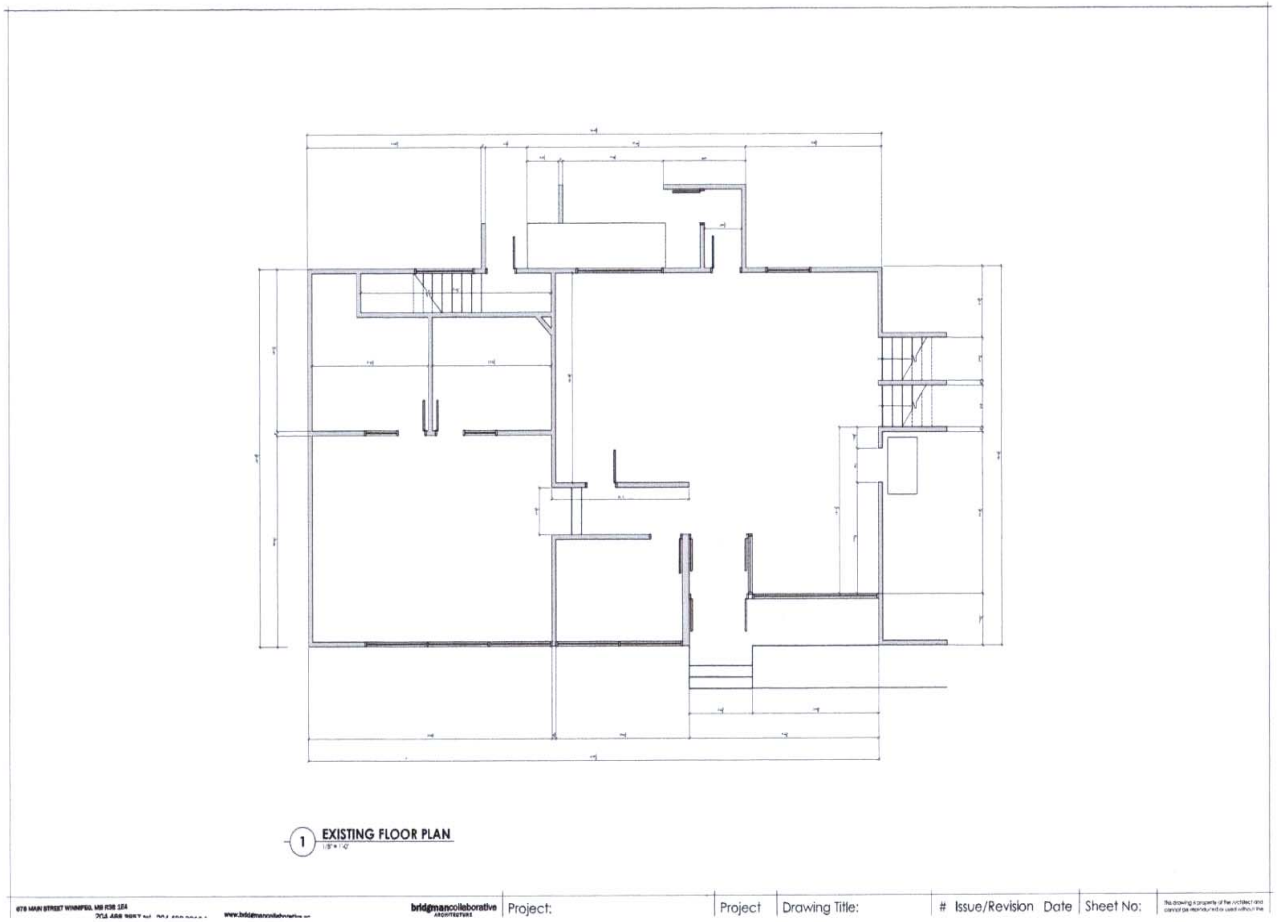
3.0 Drawings



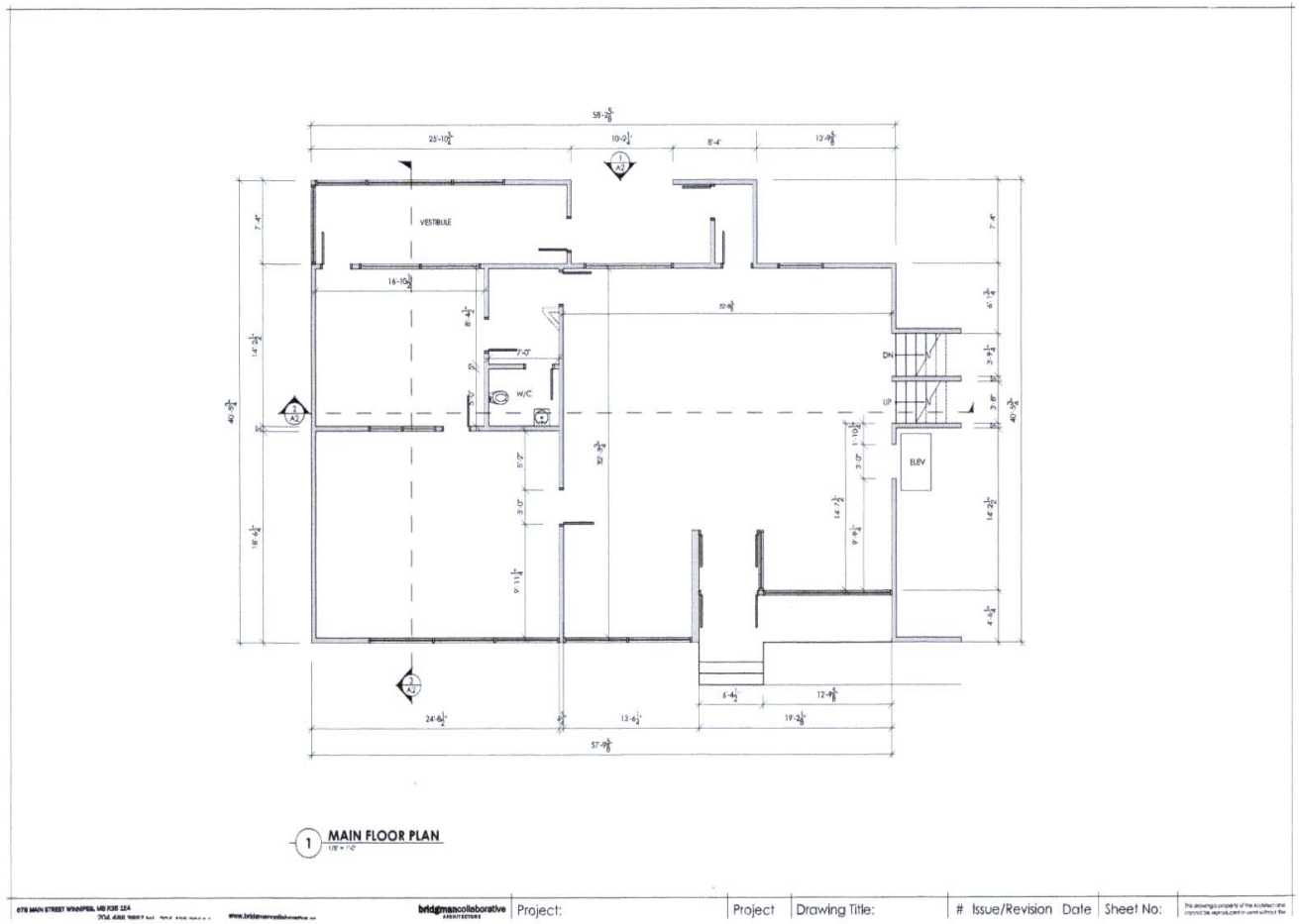
3.0 Drawings


PROPOSED PLAN
EXISTING CONSTRUCTION
REMOVED WALLS
NEW CONSTRUCTION

3.0 Drawings


1 EXISTING FLOOR PLAN
bridgmancollaborative
Project:
Project
Drawing Title:
Issue/Revision Date
Sheet No:

3.0 Drawings


VESTIBULE
W/C
DN
UP
ELEV
MAIN FLOOR PLAN
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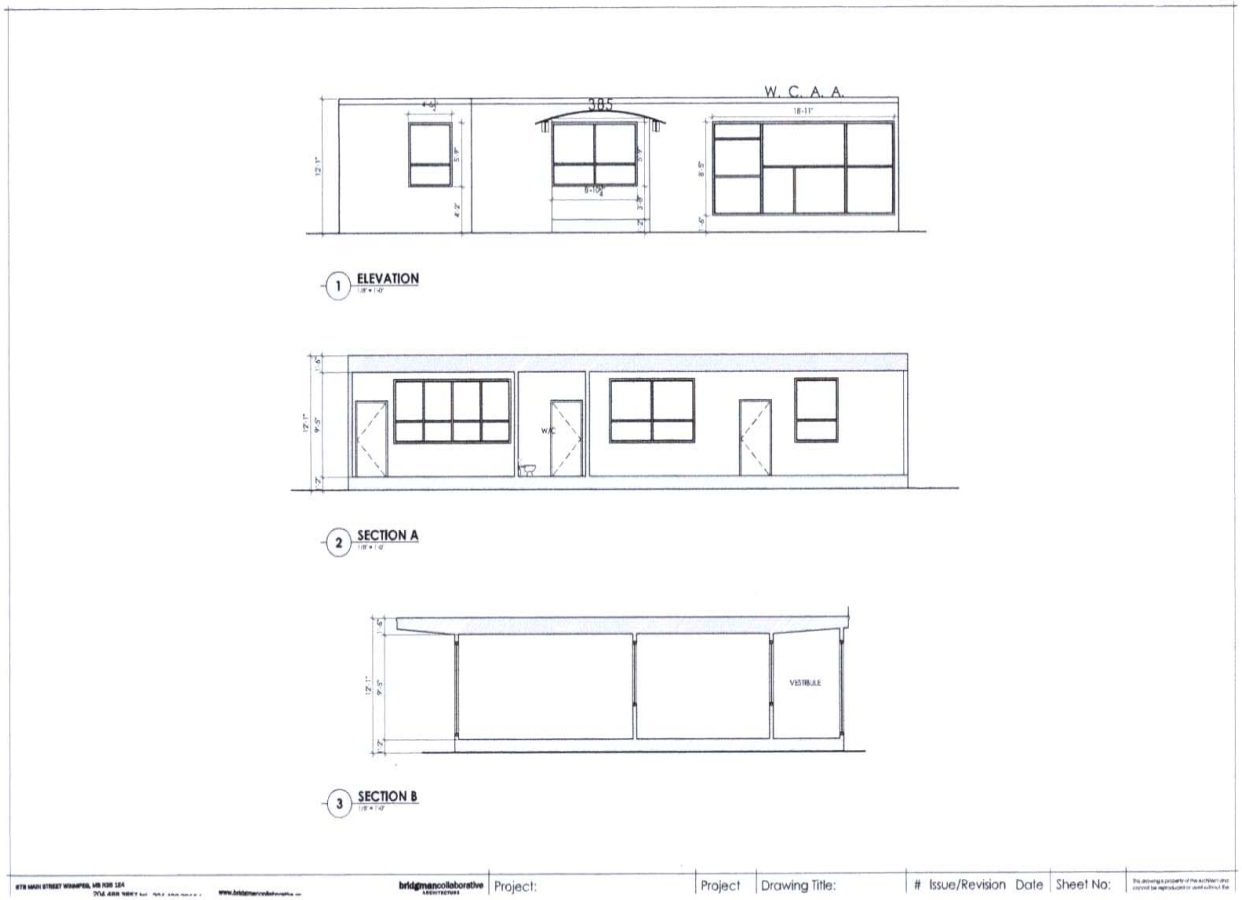
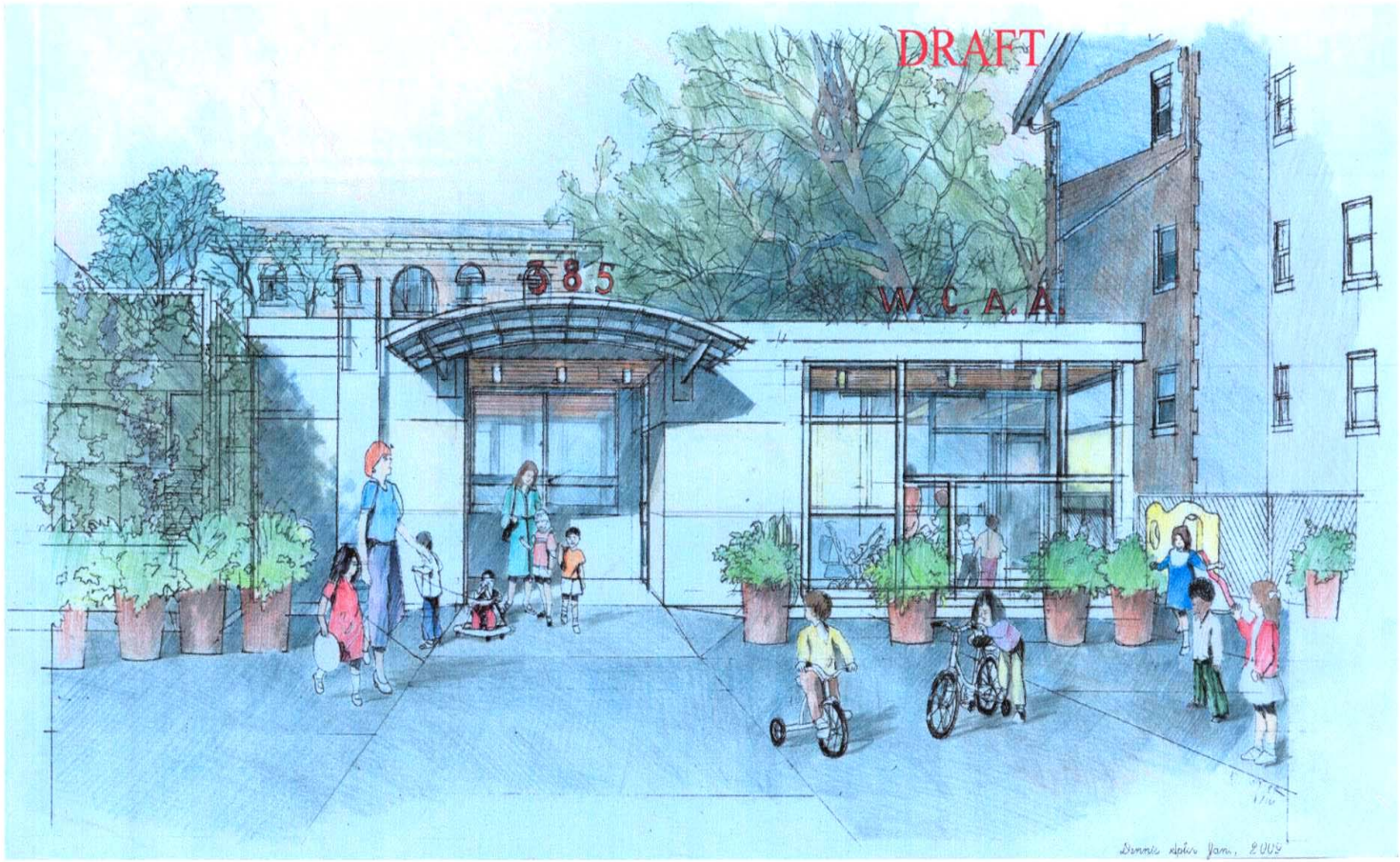
Project:
Project
Drawing Title:
Issue/Revision Date
Sheet No:

3.0 Drawings


W. C. A. A.
385
1 ELEVATION
WC
2 SECTION A
VESTIBULE
3 SECTION B
bridgmancollaborative
Project:
Project
Drawing Title:
Issue/Revision Date
Sheet No:

3.0 Drawings





4.0 "Class C" Cost Estimate

Category	Fee
Wes Postmas Quanity Surveyor	$263,014.00
Mechanical	$50,987.00
Subtotal	$314,001.00
Proffessional Fee (12%, includes Class "C")	$37,680.12
Total (plus applicable taxes)	$351,681.12



4.0 "Class C" Cost Estimate

POSTMA QUANTITY SURVEYORS
154 Rue Dumoulin
Winnipeg, Man.
R2H 0E1
Phone (204) 415-3700
Email pqs@shaw.ca

January 18, 2010

Bridgman Collaborative Architecture Ltd.
678 Main Street
Winnipeg, Man.
R3B 1E4

Attention: Mr. Wins Bridgman

Re: **385 River Ave Renovations**
Winnipeg, Man.
Class D Estimate

We are pleased to attach our class D estimate for the above noted project and do hereby certify the value of **$263,014.00** with the following conditions noted below.

The estimate excludes mechanical or electrical work except as noted, cash allowances except as noted, GST, furniture and any consulting fees. The pricing reflects probable construction costs obtainable in the location of the project as of the date of this estimate and is a determination of fair market value for the construction of this project and should not be taken as a prediction of low bid. This estimate has also been based upon current market conditions and other similar projects that are under construction in Manitoba at this time.

It is recognized, however, that Postma Quantity Surveying does not have control over the cost of labour, material or equipment, over a contractor's methods of determining bid prices, competitive bidding, and market or negotiation conditions.

Accordingly, Postma Quantity Surveying cannot and does not warrant or represent that bids or negotiated prices will not vary from this or any subsequent estimate of construction cost or evaluation prepared or agreed to by Postma Quantity Surveying. It is generally acknowledged that a Class D estimate is within the range of plus or minus twenty (20%) percent.

We hope this meets to your satisfaction. If you have any questions please do not hesitate to call.

POSTMA QUANTITY SURVEYING

Wes Postma, PQS, CET, GSC
Principal



4.0 "Class C" Cost Estimate

385 River Ave

POSTMA QUANITY SURVEYING

Date: January 18, 2010

Class D estimate

Page 1

Description		Quantity	Unit Price	Total
Demolition & deconstruction				
Relocate windows to porch	item	1	2,200.00	$2,200
Raise door 14" and patch	no	1	800.00	$800
Relocate glass & door	item	1	500.00	$500
New openings for ext. doors & windows	no	3	750.00	$2,250
Remove walls	sf	700	2.00	$1,400
Remove ext. wall, roof etc at entrance	item	1	400.00	$400
Remove slab & ramp	sf	80	750.00	$60,000
Remove flooring	sf	1800	0.70	$1,260
Remove ceilings	sf	800	0.80	$640
Porch Addition & Site Work				
Piles	no	3	1,500.00	$4,500
Grade beam	CY	2	1,200.00	$2,400
Slab	sf	180	19.00	$3,420
Framing for porch	kg	900	8.00	$7,200
Porch wall	sf	92	25.00	$2,300
Repair ramp slab - infill	sf	32	19.00	$608
Porch roof and framing, etc	sf	210	23.00	$4,830
Porch wood ceiling	sf	160	9.00	$1,440
Stucco repairs	item	1	2,500.00	$2,500
Metal porch roof	sf	60	83.00	$4,980
Letters 18" high	no	7	150.00	$1,050
Asphalt ramp	sf	180	7.00	$1,260
Renovations				
Repaint exterior	sf	1800	1.00	$1,800
Painting interior	sf	1750	2.00	$3,500
Landscape pots, trellis	item	1	1,500.00	$1,500
Raise floor 14" , topping	sf	713	9.00	$6,417
Infloor heat at raised flooring	sf	753	7.00	$5,271
New ceilings	sf	770	3.00	$2,310
New flooring including underlay	sf	1800	6.50	$11,700
Floor door to basement	no	1	2,000.00	$2,000
Infill stair well opening	sf	40	11.00	$440
Replace door with window 2x6	no	1	800.00	$800
New window exist interior	no	1	700.00	$700
New exterior window 5x8	no	1	1,500.00	$1,500
New interior walls	sf	250	7.00	$1,750
Patching walls	item	1	800.00	$800
Ceramic tile	sf	160	15.00	$2,400
Replace front doors aluminum	no	2	3,000.00	$6,000
Auto operator	no	2	2,500.00	$5,000
Reception desk	lf	12	250.00	$3,000
Bulkheads for mechanical	item	1	2,000.00	$2,000
Washroom door	no	1	800.00	$800
Washroom accessories	item	1	350.00	$350
Family room door	no	1	900.00	$900
Misc. Items				
Supervision	months	2.5	6,500.00	$16,250
Temporary site costs	months	2.5	5,000.00	$12,500
	Subtotal			**$195,626**
Overhead, permits, bond, insurance, fee	percent	14		$27,388
Contingency				$40,000
Total				**$263,014**

4.0 "Class C" Cost Estimate

PRAIRIE HVAC
WWW.PRAIRIEHVAC.COM

Project Name: WCAA
Attention: Mary

Date: January 29, 2010
Quote Number: Q1001653

We are pleased to offer the following quotation for the supply and installation of materials as listed below:

Qty	Description
1	Outdoor HRV with duct work
1	Dynamic Filters
1	Engineering
1	Move existing condensing unit either to roof or make compound bigger
1	electric Baseboard heater in front entrance
1	Air balancing
1	Extension of existing duct work
1	Washroom exhaust fan
1	Raise piping for existing rad heaters to accommodate new floor
1	Controls
1	Electrical included

This price is subject to Architectural Approval and Engineering Approval

Net Cost (Including PST): ..... ***$ 50,987.00***

Authorized By:_____ Date:_____

Purchase Order:_____

This document and its attachments are intended solely for the person or entity to which it is addressed and may contain confidential and/or privileged information. Any review, dissemination, copying, printing or other use of the enclosed is prohibited without the prior consent of Prairie HVAC.

The quoted price is valid for 30 days
Prices are FOB. Freight is Allowed & Prepaid to Site. (Truck at Curb)
Prices Do Not Include (Except Where Noted):

- **External Seismic Restraint & Spring Isolation**
- **Spare Filters**

Regards, Albert Steinbach
Prairie HVAC Inc.
Ph: (204)257-4822
Cell: (204)801-0381
Fax: (204)256-6101