

August 9, 2010

To: Executive Committee

From: Budget Committee

Subject: Facilities Management 2010 Capital Budget Adjustments – 375 University Ave.  
Leasehold Improvements – Parking Application.

**Recommendations:**

**The Budget Committee recommends to the Executive Committee that:**

- 1. City Council authorize the creation of one sub-project and the reallocation of funds in Facilities Management's 2010 Approved Capital Budget and 2011-2019 Capital Plan in the amount of \$1.191 million, as illustrated in Appendix 1 of the report (July 27, 2010) from the Chief Corporate Officer, with zero gross and net impact.**

**Background:**

The Budget Committee on August 9, 2010, considered a report (July 27, 2010) from the Chief Corporate Officer, entitled "Facilities Management 2010 Capital Budget Adjustments – 375 University Ave. Leasehold Improvements – Parking Application".

for City Clerk

Merle MacDonald/jsc

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## STAFF REPORT ACTION REQUIRED

### Facilities Management 2010 Capital Budget Adjustments – 375 University Ave Leasehold Improvements – Parking Application

<b>Date:</b>	July 27, 2010
<b>To:</b>	Budget Committee
<b>From:</b>	Chief Corporate Officer
<b>Wards:</b>	Various
<b>Reference Number:</b>	P:\2010\Internal Services\RE\ Bc10069re (AFS 12641)

#### SUMMARY

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This report requests Council's authority to amend the Facilities Management Division's (FM) 2010 Approved Capital Budget and 2011-2019 Capital Plan, by reallocating funding within the budget and plan, to better meet program requirements. The adjustment of funds will have a zero net impact corporately and will better align 2010 and future cash flows with FM's program requirements.

#### RECOMMENDATIONS

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**The Chief Corporate Officer recommends that:**

1. City Council authorize the creation of one sub-project and the reallocation of funds in Facilities Management's 2010 Approved Capital Budget and 2011-2019 Capital Plan in the amount of \$1.191 million, as illustrated in appendix 1 attached, with zero gross and net impact.

## **FINANCIAL IMPACT**

There are no additional costs to the City as a result of approval of this report.

The approval of this report will result in the reallocation of a total of \$1.191 million within Facilities Management's 2010 approved capital plan. It will also authorize the creation of one new sub-project within the 2010 approved capital plan (see appendix 1), resulting in a zero net impact.

The Deputy City Manager and Chief Financial Officer has reviewed this report and agree with the financial impact information.

## **DECISION HISTORY**

The 2010 Capital Budget and 2011-2019 Capital Plan for Facilities Management and Real Estate, with a 2010 cash flow of \$67.987 million, 2009 carry-forward funding of \$6.659 million, and a 2011-2019 recommended capital plan of \$311.529 million was approved by City Council at its meeting on December 8, 2009.

<http://www.toronto.ca/legdocs/mmis/2009/cc/decisions/2009-12-08-cc44-dd.htm>

At its meeting on July 6, 7, and 8, 2010, City Council adopted a report authorizing Real Estate to enter into a lease agreement to lease space at 375 University Avenue. Part of this agreement includes a requirement to contribute to leasehold improvements to the facility.

<http://www.toronto.ca/legdocs/mmis/2010/cc/decisions/2010-07-06-cc51-dd.htm>

## **ISSUE BACKGROUND**

### **375 UNIVERSITY – LEASEHOLD IMPROVEMENTS**

In a letter dated January 5, 2010 from Toronto Community Housing Corporation, the City was given notice to terminate its tenancy and to vacate the premises located at 112 Elizabeth Street. The result of this notice was the displacement of a number of City divisions including: the Lobbyist Registrar, Ombudsman and City Integrity Commissioner's offices; Fire Services; Information & Technology's - Web Design

Group; and Shelter, Support & Housing Administration's - Streets to Homes program. The search for space required to accommodate these various divisions has been carried out. Leased space at 375 University Avenue to accommodate the Lobbyist, Ombudsman and Integrity Commissioner's offices by the December 31, 2010 deadline requires that unbudgeted capital funding be found for the leasehold improvements in this fiscal year.

The proposed realignment of capital funding, at this time, will ensure the requisite move and accommodation requirements are met. The adjustment of funds will have zero net impact corporately and will better align 2010 and future cash flows with FM's program requirements.

### PARKING APPLICATION

The FIMParking/C-Cure Integration project, commenced in 2008, has been driven by the need to move the management of parking space allocations from a manual to an automated process via integrating the FIMParking System with City's Security Access system, which governs access to parking lots, providing the Parking Group and Divisional Parking Coordinators the ability to accurately manage parking allocations across divisional quotas, via a central repository.

Due to the arrival of the CRA's decision on employee parking as a taxable benefit, the FIMParking System will need to be enhanced to provide the Parking Group, Divisional Coordinators, and individual employees with the ability to extract accurate and timely parking usage access data to comply with CRA requirements in 2011 and on-wards.

Therefore, a change in scope has been identified.

This change in scope includes the compiling of legacy 2006 to 2010 parking usage data for reporting purposes, the incorporation of said data into the FIMParking System, the construction a global view of legacy and future parking usage data for multi-year reporting, and preparatory work on self-serve functionality of parking access and parking usage data for employees.

The FIMParking/C-Cure Integration project is well positioned to provide the City parking related data for reporting, statistical analysis, and effective allocation management, which was not previously possible. The FIMParking System provides the temporal, and approval information missing from the City's Security Access System required to properly track divisional allocation usage. In addition, centralizing parking usage data in one system provides the City the ability to extract accurate and timely data.

Additional funds are requested to fund the FTE for the remainder of 2010 in order to proceed with the above mentioned change in scope, and will have a zero impact corporately.

### **COMMENTS**

Facilities Management seeks approval for the amendment of the 2010 Capital Budget and the 2011-2019 Capital Plan, as outlined in the attached appendix 1 to better align cash flows with program and client requirements, in accordance with Section 71-9 B to E of the Financial Control By-Law.

## **CONTACT**

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## **SIGNATURE**

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Bruce Bowes, P.Eng.  
Chief Corporate Officer

## **ATTACHMENTS**

Appendix A – 2010 Capital Budget Adjustments – 375 University Ave Leasehold Improvements & Parking Application