

October 1, 2019

Email [REDACTED]

Dear [REDACTED]

**Re: Request for Access to Information under Part II of the Access to Information and Protection Privacy Act (the ATIPP Act, 2015)**

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On September 20, 2019, the City of St. John's received your request for access to the following information:

*Regarding the site of the decision to choose the Mundy Pond Park location for the site of the new Mews Centre:*

- I request all documents, doodles and drawings acquired or produced by staff or council that exist and were used to prepare and back up the decision document. I request all the documents and material that were used to produce cost estimates. I request all the documents that were used to produce the final spreadsheets.*
- I request the documents and notes used and produced to prepare the budget for the new building. I request the detailed budget notes. I request the documents and data used to determine the site work costs associated with Site 3, the Mundy Pond Park site. If estimates were used based only on staff knowledge or expertise, I would like to know the names and experience of those people.*
- I request the notes and correspondence that were developed, written, or acquired to produce the decision criteria matrix. For instance, what were the factors used and discussion or analysis undertaken to determine what factors would be used to compare each site. For instance, how was it determined to rank "Parcel Size" and then "Future Expansion" as two criteria? I request information on who was involved in preparing the criteria list.*
- I request all the information, data, and notes used and produced to support each number shown in the Evaluation Matrix. I request a list of those involved in producing the Evaluation Matrix. For instance, for site 2, under "Risk" there is a number 1 in that cell. I request information on how that number was determined. I would like the same information for each cell in that matrix.*

Enclosed is the information you requested. Please be advised that you may ask the Information and Privacy Commissioner to review the processing of your access request, as set out in Section 42 of the ATIPP Act. A request to the Commissioner must be made in writing within 15 business days of the date of this letter or within a longer period that may be allowed by the Commissioner:

**ST. JOHN'S**

Office of the Information and Privacy Commissioner  
2 Canada Drive; P. O. Box 13004, Stn. A, St. John's, NL. A1B 3V8  
[REDACTED]; Facsimile: (709) 729-6500

You may [REDACTED] directly to the Supreme Court Trial Division within 15 business days after you receive the decision of the public body, pursuant to Section 52 of the Act.

If you have any further questions, please feel free to contact me by telephone at 576-8429 or by e-mail at [kcutler@stjohns.ca](mailto:kcutler@stjohns.ca).

Yours truly,



Kenessa Cutler  
ATIPP Coordinator

**ST. JOHN'S**

**From:** [Tonya Knopp](#)  
**To:** [Kenessa Cutler](#); [Jason Sinyard](#); [Scott Winsor](#)  
**Subject:** RE: ATIPP Request - Mundy Pond Park  
**Date:** Monday, September 30, 2019 2:02:37 PM  
**Attachments:** [FINAL\\_Mews Replacement Total Project Costs v.3.xlsx](#)

Hi Kenessa,

As discussed last week, here are the responses to the bullet points as submitted:

1). Cost estimates were produced using Hanscomb Yardsticks for Costing, Cost Data for the Canadian Construction Industry. The book is published by Gordian and we used the 2019 version (metric and imperial). We also validated the Class D estimate using historical information on past building projects of a similar nature i.e.: Paul Reynolds Community Centre at \$450/SF and Kenmount Terrace Park at \$403/SF. The excel spreadsheet of costs is attached for your records.

2). The estimate provides the detailed breakdown of the costs associated with the new building at Mundy Pond Park. Yes, estimates were prepared internally by staff. The Manager of Facility Engineering (Tonya Knopp) is a Professional Engineer registered with PEGNL. She has over 16 years of working experience in consulting, construction and municipal engineering. She holds a Bachelor's Degree in Engineering, a post graduate degree in Construction Management (M.Sc.) and is currently working on a PhD in civil engineering. As the senior personnel, she prepared, checked and verified all costing information and verified and checked all costing information prepared by other staff within the engineering department. A combination of past historical information and industry standards were used in preparing the estimates.

3). The criteria selected for the evaluation matrix were chosen for the following reasons (Ranking Criteria Score – 3 High, 2 Medium, 1 Low):

Parcel Size – could the potential property being evaluated allow for the construction of a single story 40,000 SF building. It evaluated the actual size of the lot. 3 points were allocated to the parcel that was the largest and could facilitate the construction of a single story 40,000 SF building. 2 points were allocated to the 50 Mundy Pond site as it was the parcel that had the second highest parcel size.

Future Growth – could the parcel allow for future growth or expansion of the proposed facility if required at a later point in time. It considered the constraints of each property as it relates to future constructability. 3 points were allocated to the site that would allow for easy expansion. 2 points were allocated to the 50 Mundy Pond Road site as it was the site that offered very little ability to expand unless additional parcels were consolidated.

Risks – as outlined in the special agenda presentation. 3 points were allocated to the site that was deemed to have the least amount of risk associated with development. 1 point was allocated to the 50 Mundy Pond Road site because it was deemed to be the highest risk for the reasons outlined in special agenda presentation.

Advantages – as outlined in the special agenda presentation. 3 points were allocated

to the site which boasted the most advantages from a site development and constructability perspective. 2 points were allocated to the 50 Mundy Pond Road site as there were a number of advantages that positioned it ahead of the gravel parking lot option, but not enough to out rank Mundy Pond Park.

Cost – as outlined in the special agenda presentation and attached spreadsheet. 3 points were allocated to 50 Mundy Pond Road for being the lowest total cost option excluding the funding arrangement scenarios.

The Manager of Facility Engineering (Tonya Knopp) is a Professional Engineer registered with PEGNL. She has over 16 years of working experience in consulting, construction and municipal engineering. She holds a Bachelor's Degree in Engineering, a post graduate degree in Construction Management (M.Sc.) and is currently working on a PhD in civil engineering. She completed the evaluation matrix and presented the findings to the Senior Executive Committee. It was agreed that the criteria selected were the most important criteria required for the site selection process.

4). Please refer to item #3 which addresses all questions pertaining to ranking and criteria and selection of criteria.

Thanks,  
Tonya

				Comments
40,000 Sq. Ft. New Construction <b>Community Centre (15000 SF)</b> gym, multi-purpose rooms, no basement, flat roof, steel structure, brick/metal siding	\$/SF \$325.00	Square Footage 15000	Total <b>\$4,875,000.00</b>	Allows for walking track around gymnasium.
<b>Community Pool (25000 SF)</b> 6 lane pool, change rooms, public washrooms, administration offices	\$/SF \$375.00	Square Footage 25000	Total <b>\$9,375,000.00</b>	Replace exactly what we have at Mews currently.
<b>Subtotal</b>			<b>\$14,250,000.00</b>	
<b>Contingency Cost 30%</b>			\$4,275,000.00	
<b>Subtotal</b>			<b>\$18,525,000.00</b>	
<b>Professional fees at 10%</b>			\$1,852,500.00	
<b>SubTotal</b>			<b>\$20,377,500.00</b>	
<b>HST at 15%</b>			\$3,056,625.00	
<b>Subtotal</b>			<b>\$23,434,125.00</b>	
<b>Parking Lot Requirements (HST+Contingency)</b>			<b>\$1,367,972.00</b>	Prepared by Krista Babij
<b>Floodplain Requirements (HST+Contingency)</b>			<b>\$750,000.00</b>	Berms, stormwater reconfiguration etc.
<b>A49 Site Selection Fees</b>			\$200,000.00	
<b>HST at 15%</b>			\$30,000.00	
<b>Subtotal</b>			<b>\$230,000.00</b>	
<b>Legal Fees</b>			\$6,267.50	
<b>Geotechnical Drilling Program</b>			\$21,950.00	
<b>HST at 15%</b>			\$3,292.50	
<b>Subtotal</b>			<b>\$25,242.50</b>	
<b>100 Year Floodplain Study</b>			\$8,500.00	
<b>HST at 15%</b>			\$1,275.00	
<b>Subtotal</b>			<b>\$9,775.00</b>	
<b>Furniture &amp; Equipment &amp; Blinds</b>			\$150,000.00	
<b>HST at 15%</b>			\$22,500.00	
<b>Subtotal</b>			<b>\$172,500.00</b>	
<b>Project Total</b>			<b>\$25,995,882.00</b>	

**Community Centre (15000 SF)** gym, multi-purpose rooms, no basement, flat roof, steel structure, brick/metal siding

\$/SF	Square Footage	Total	
\$325.00	8000	\$2,600,000.00	Assume that 7000 SF will not be affected to achieve cost savings.

**Community Pool (25000 SF)** 6 lane pool, change rooms, public washrooms, administration offices

\$/SF	Square Footage	Total	
\$375.00	18000	\$6,750,000.00	Assume that 7000 SF will not be affected to achieve cost savings.

**Subtotal****\$9,350,000.00****Interior Demolition Cost**

\$100	20000	\$2,000,000	Assume that 15000 SF will be not affected to achieve cost savings.
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**Subtotal****\$11,350,000.00****Contingency Cost 30%**

\$3,405,000.00

**Est. Construction Cost****\$14,755,000.00****Professional fees at 10%**

\$1,475,500.00

**SubTotal****\$16,230,500.00****HST at 15%**

\$2,434,575.00

**Subtotal****\$18,665,075.00****Assumed Land Purchase Cost**

\$5,950,000.00

**Project Estimated Cost (Prel)****\$24,615,075.00****A49 Site Selection Fees**

\$200,000.00

**HST at 15%**

\$30,000.00

**Subtotal****\$230,000.00****Legal Fees**

\$6,267.50 3rd party appraisal

**Geotechnical Drilling Program**

\$21,950.00

**HST at 15%**

\$3,292.50

**Subtotal****\$25,242.50****100 Year Floodplain Study**

\$8,500.00

**HST at 15%**

\$1,275.00

**Subtotal****\$9,775.00**

<b>Furniture &amp; Equipment &amp; Blinds</b>	\$150,000.00
<b>HST at 15%</b>	\$22,500.00
<b>Subtotal</b>	<b>\$172,500.00</b>
<b>Project Total</b>	<b>\$25,058,860.00</b>

40,000 Sq. Ft. New Construction

**Community Centre (15000 SF)** gym, multi-purpose rooms, no basement, flat roof, steel structure, brick/metal siding

\$/SF	Square Footage	Total
\$325.00	15000	\$4,875,000.00

**Community Pool (25000 SF)** 6 lane pool, change rooms, public washrooms, administration offices

\$/SF	Square Footage	Total
\$375.00	25000	\$9,375,000.00

**Subtotal** \$14,250,000.00

**Contingency Cost 30%** \$4,275,000.00  
**Subtotal** \$18,525,000.00

**Professional fees at 10%** \$1,852,500.00  
**SubTotal** \$20,377,500.00

**HST at 15%** \$3,056,625.00  
**Subtotal** \$23,434,125.00

**Civil Site Development** \$2,000,000.00

**Floodplain Requirements** \$1,000,000.00

**Stormwater Detention** \$1,000,000.00

**Geotechnical Drilling Program** \$30,000.00

**A49 Site Selection Fees** \$200,000.00

HST at 15%	\$30,000.00
<b>Subtotal</b>	<b>\$230,000.00</b>
<b>Legal Fees</b>	<b>\$6,267.50</b>
<b>Geotechnical Drilling Program</b>	\$21,950.00
HST at 15%	\$3,292.50
<b>Subtotal</b>	<b>\$25,242.50</b>
<b>100 Year Floodplain Study</b>	\$8,500.00
HST at 15%	\$1,275.00
<b>Subtotal</b>	<b>\$9,775.00</b>
<b>Furniture &amp; Equipment &amp; Blinds</b>	\$150,000.00
HST at 15%	\$22,500.00
<b>Subtotal</b>	<b>\$172,500.00</b>
<b>Project Total</b>	<b>\$27,907,910.00</b>

<b>Fund Source</b>	<b>Contribution</b>	<b>Vacant Lot</b>	<b>50 Mundy Pond Road</b>	<b>Mundy Pond Park</b>
MYCW	50/50	\$12,997,941.00	\$12,529,430.00	\$13,953,955.00
Gas Tax	100	\$25,995,882.00	\$25,058,860.00	\$27,907,910.00
Gas Tax	50/50	\$12,997,941.00	\$12,529,430.00	\$13,953,955.00
ICP	1/3	\$8,665,294.00	\$12,319,620.00	\$9,302,636.67
Vacant Lot		\$25,995,882.00		
50 Mundy Pond Road		\$25,058,860.00		
Mundy Pond Park		\$27,907,910.00		
Land Purchase		\$5,950,000.00		