

MAAC Project Team Request – Director’s Approval

Project Manager: Andrea Labey

Project Contact: 613-546-4291 extension 1393

Project Name: Southeast Wing – City Hall Renovation

Project Location: City Hall (216 Ontario Street)

Project Description: Provide a brief project overview including a description of the scope of the work and estimated timing for initial meeting and completion of the project.

Minor interior renovations are required to improve space utilization and unify Culture and Recreation and Leisure staff on the first floor of City Hall. The project scope includes:

- Wall removal
- Wall construction
- Electrical/data
- New flooring and paint
- New millwork
- Reconfigured furniture

Construction is anticipated to be completed by Q2 2019.

Project Manager: original signed by project manager

Date: March 19, 2019

Director’s Approval: original signed by director

Date: March 19, 2019

Upon the approval of the Director, the project manager will email the completed form with signatures to the Committee Clerk for MAAC and the Community Projects Manager, Accessibility.