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## **Administrative Memorandum**

### **Regular Board Meeting**

**Date:** June 20, 2018  
**Topic:** Sketch Plans: Sullivan Elementary (Site 021) Addition  
**Submitted by:** D. Greg Frank, Secretary-Treasurer

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#### Background:

Approval for an addition, Sullivan Elementary (Site 021), 6016 – 152 Street, was announced by the Ministry of Education on 2016-05-24. The addition will increase capacity by 200 students, which will bring the school's total capacity to 540 students.

Working drawings phase is approximately 75% complete. The Ministry required 'Pre-tender' cost estimate is currently underway for Ministry review and approval. Request for Proposals for Construction Management Services has been issued for this project. Phase 1 Qualifications closed on June 13, 2018; and Phase 2 Pricing will close on July 12, 2018. Sub trades will be tendered in Fall 2018 and target occupancy March 2020, subject to Ministry funding approval.

The architect for the project, KMBR Architects Planners Inc., will present the sketch plans to the Board.

#### **It is recommended:**

THAT the sketch plans for an addition, Sullivan Elementary (Site 021), 6016 – 152 Street, be received as presented and the architect, KMBR Architects Planners Inc., be instructed to proceed with the remaining stages of the project.

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