



City of Toronto Long-Term Care Homes & Services

2022 Capital Maintenance Plan

Lakeshore Lodge

MoHLTC Review Submission
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1) Project Summary

1. Existing Home

Lakeshore Lodge is a Long-Term Care Home operated by the City of Toronto and home to 150 residents. This facility opened in 1990 and is located in west Etobicoke.

As part of an annual capital maintenance plan, the City plans to conduct several repairs and upgrade projects in order to modernize the facility, and keep the building and grounds in a state of general good repair.

The 2022 Capital Maintenance Plan for Lakeshore Lodge includes:

- Handrail Replacement:
 - Wood handrail replacement on ground floor and second floor;
 - Crash rail & wall protection replacement in ground floor staff service corridor;
 - New wall protection & crash rail on second floor;
 - Corner guard replacement on second floor.

Each of these projects will be issued as a combined tender package to a single General Contractor. This document is written with the assumption that both projects are constructed concurrently.

Work is to begin following Ministry approval of the plans and completion of the City of Toronto tendering process. It is anticipated that the project will take approximately 3 months to complete after the contract is awarded. Expected completion date is October 31st 2022.

2. Handrail Replacement – Detailed Description

The objective of this project is to upgrade the existing handrails, crash rails and wall protection with durable and highly cleanable surfaces to promote a healthier living environment for the residents. This project will not require any structural changes.

The purpose of this project is to replace existing handrails and crash rails, install new wall protection, corner guards at the below locations:

- Ground floor
 - All LTC corridors; refer to drawings for specific locations
- Second floor
 - All corridors; refer to drawings for specific locations

2) Operational Plan

1. Overview of Project

Phasing

The maintenance projects will have several disruptions to the operation of the home, due to restricting the usable area of flooring. To minimize disruptions, a detailed phasing plan will be required, please see “Special Considerations”.

For additional information regarding phasing, refer to Section 6 – *Kitchen/Food Services*, 7 – *Linen Services*, and 8 – *Waste Disposal* below.

Permits/Approvals

The handrail replacement project will not require building permits.

Hours of Work

Work will take place during regular working hours as defined in the Project Specification and as determined by the Supervisor of Building Services. Unless otherwise specified, hours of work will be standard, between 8am and 5pm.

Anticipated Timelines

The individual projects are estimated to take 4-6 months to complete. It is anticipated that the project will begin on or around October, 2022, and be completed by April, 2023.

Special Considerations

Contractor will coordinate area of work with Home.

Supervisor of Building Services will plan and oversee all resident activities. Resident activities will be relocated to a suitable location depending on daily scheduled work.

Construction and demolition in corridors shall be coordinated to reduce the impact the general day to day function of the home. The condition of the handrail replacement shall be made good at the end of each day such that staff and residents can maintain normal use of the facilities.

Environmentally friendly, low odour glue will be exclusively used to protect the health of residents and staff.

2. Administration

The home’s Administrator will be assisted during this project by the home's staff particularly Supervisor of Building Services. The Architect for the project is Montgomery Sisam Architects Inc. The City of Toronto’s Head Office Project Manager will also manage the Owner’s responsibilities.

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In order to facilitate effective and timely communication the following protocols will be in-place:

- Morning meetings with the Administrator or delegate.
- Administrative rounds with the Supervisor Building Services and union co-chair of the OH&S Committee as required.

3. Communication

Before construction begin, a start-up meeting / orientation will be held with the Contractor and home staff, outlining the requirements imposed on Contractors working in a Long-Term Care environment, and protocols that the Contractor will be expected to follow. All issues with respect to both resident and staff safety will be identified with staff involvement and will be communicated through formal and informal meetings.

- The Residents' Council as well as residents and families will be informed of the maintenance projects, expected completion dates and any contingency plan if required.
- All staff will be informed and communicated via general staff meetings and departmental meetings.
- The Administrator or delegate will notify the Ministry of Health and Long-Term Care Regional Office when work is about to begin.

4. General Safety Measures

Name of person assigned to monitor safety:
Tony Russo, Supervisor, Building Services

All areas of work will be separated from building users and visitors using barricades and/or hording as required as to the satisfaction of the Building Services Supervisor and the Architect.

Each area will be cleaned of debris and construction material frequently during each day and thoroughly cleaned at shift end.

1. Barriers / Tool and Equipment Storage

The Contractor must provide temporary measures to ensure all work areas, for all projects, are secure from residents between all working areas and resident spaces. Dust protection must be incorporated to protect residents and resident spaces from dust exposure. Tools and equipment must not be left in areas accessible to residents and must be locked in a secure location when unattended. All tools and equipment shall be stored in a secured location as coordinated with the Building Service Supervisor.

2. Alarms

All door alarms, fire alarms and nurse call devices will operate normally in all areas of the home during the renovation period. Should it be necessary to

temporarily bypass a fire zone, a manual fire watch will be implemented. All fire zones will be restored to full operation at the end of each construction day.

3. Housekeeping / Cleanliness

The Contractor shall keep all construction areas clean of construction debris and waste throughout the day. Housekeeping routines will be adjusted to maintain an acceptable level of cleanliness. Housekeeping hours will be adjusted, if required, to keep up with the increased demand.

4. Transporting Construction Materials

Construction deliveries will be delivered to specific area as coordinated with the Building Service Supervisor. All materials that are to be transported throughout the building shall be transported by routes as informed by the Building Service Supervisor. If required to transport goods and equipment to floor levels not accessible from grade level, the Contractor shall use a dedicated elevator and must coordinate with the home timelines for elevator use to cause minimal disturbances to the home.

5. Resident Home Areas

It is anticipated that disruptions to resident home areas will be minimal. Restriction to access to the T.V. Lounges will be coordinated such that at least one remains in function for the duration of the renovation.

6. Kitchen/Food Service

It is anticipated that impact to food service will be minimal.

7. Laundry Service

It is anticipated that the project will have minimal impact on laundry service throughout the facility.

During the flooring replacement, the second floor clean/soiled linen will be temporarily stored on the ground floor clean/soiled linen room.

8. Waste Disposal

It is anticipated that there will be minimal impacts on waste disposal.

9. Noise Factors

All reasonable measure will be taken to reduce noise.

Project work will take place during the normal business hours of 8 a.m. to 5 p.m.

10. After Hours Work

It is anticipated there will be minimal afterhours work required. There will be no afterhours work in resident rooms and directly adjacent corridors.

11. Staff Work Space

Replace crash and wall protection in service corridor may displace staff for short durations of time – deliveries will have to be coordinated around the works to ensure nominal disruption.

12. Summary

The work outlined in this operational plan will require co-ordination and communication between the Contractor and the Home to ensure the planned improvements are achieved with minimal impact to residents.

When preparing this Operational Plan an emphasis was placed on the resident and staff's comfort and safety. This plan works to minimize impact on the daily lives of the people living and working at each Home by holding Contractors to their schedules and maintaining clear lines of communication between all staff members, residents and families.