

Risk Registry Mount Boucherie Restoration Project

Existing Site Condition Risks

Number	Risk	Risk Rating	Strategy	Response	Notes
1	Service Tie Ins	6	Mitigate	New accessibility washroom, childcare washrooms, and kitchen layout will require new water, electrical, and data tie in locations throughout the building. Space needs assessment and building code requirements for the project were reviewed to eliminate and site service upgrades and minimize the number of new service tie ins needed inside the buildings.	Complete - Included in the budget
2	Structural Deficiencies	6	Accept	To minimize impact, contractor retained a structural engineer to assess the site and review historical documents to identify any anticipated deficiencies. Some structural items may be unavoidable. Some may also be hidden and not discovered until demolition.	Known structural items are included in project construction agreement. Unknown items will be covered in project contingency. UPDATE: Structural items related to masonry block walls and new openings are 90% resolved. Only one item related to a sagging header above the main entrance door remains outstanding. Risk will stay open until all work has been completed.
3	Contamination Abatement	3	Mitigate	Hazmat assessment was completed. Remediation plan was created. Cost estimated are included in the project budget. Update: Asbestos-containing rain water leaders were uncovered during demolition and found to be leaking. Pricing has been submitted for removal and replacement and will be covered from project contingency.	\$67,000 budget line was carried by contractor for this work. Contingency in place if unforeseen conditions are found during demolition. UPDATE: Complete
4	Traffic Management	2	Mitigate	Contractor to provide proper fencing, signage and traffic control throughout the project.	Included in project construction agreement. Ongoing item that wont be closed out until end of project.
5	Rockfall	4	Mitigate	Historical data shows no rockfall incidents reports within the project area. Team is investigating mitigation barriers as added protection.	No impact to budget at this time.
6	Construction Waste Removal	1	Mitigate	Staging area has been identified. Contractor to coordinate traffic management and security for this area.	Included in project construction agreement. Ongoing item that wont be closed out until end of project.
7	Space Need Increases	2	Accept	Current City and childcare space needs were identified during design development and have been met with some provisions for future staff increases, if required.	Complete - Included in the budget
8	Structural Wall Openings	6	Mitigate	Attempts to limit the number of structural walls impacted by the design were made. Unfortunately, some areas were unavoidable to meet the project space requirements.	Complete - Included in the budget
9	Trailer Removal Delays	2	Mitigate	Coordinate early procurement strategy for the removal of these trailers. UPDATE: RFP for the sale and removal of the trailers has been released.	\$50,000 cash allowance in construction contract was carried for this work. Potential savings if it comes in less. Contingency in place if costs come in higher. UPDATE: RFP was issued. Contract was awarded. Work is scheduled to be completed in June. No additional costs to the City. Project savings of \$50,000. Risk will stay open until work is completed.

10	Mechanical Failures (existing equipment)	6	Accept	Historical data on existing equipment was reviewed. Equipment nearing end of life is being replaced and included in project budget.	Ongoing item that wont be closed out until end of project.
11	Structural - Sprinkler System	9	Accept	After design development, it was discovered that structural support will be required for main sprinkler line due to load capacity of existing trusses. Engineer is reviewing the structural requirements for the new sprinkler system and options for consideration.	Any additional costs will need to be taken from project contingency. UPDATE: Engineers modified the sprinkler structural design from a ceiling suspended system to a wall suspended system to ensure ceiling structural load is not overloaded. Change order has been issued. Risk will stay open until work is completed.
12	Structural - Masonry Block Walls (reinforcement)	9	Accept	Some crumblin masonry was discovered during demolition - after design development. Engineer is reviewing the structural requirements for the masonry block repairs.	Any additional costs will need to be taken from project contingency. COMPLETE: Structural items related to these masonry block walls and new openings are resolved.
13	Structural - Kitchen Passthrough	4	Mitigate	Identified during project design with estimated costs included in the project budget.	Included in project construction agreement. Won't be closed out until work is completed.
14	Below Slab Infrastructure	3	Accept	Existing site records were reviewed. Utility locates will be used to limit any below slab unknowns.	Ongoing item that wont be closed out until end of project.
15	Radon	3	Mitigate	Radon testing was completed in 2025 during project design phase. All information was relayed to design team. No impact to project or its budget.	Complete - Included in the budget
16	Roof Condition	4	Mitigate	Roof assessment was completed. Roof was reported as being in good condition.	Complete - Included in the budget

Infrastructure Upgrade Risks

17	Water Service Capacity or Upgrade	6	Avoid	Architecture team has carefully assessed the design's water demand to avoid any water service upgrade.	Complete - Included in the budget
18	Parking Lot Upgrades	3	Accept	The condition of the parking lot where the trailers are currently location is unknown and may need some additional work.	\$100,000 cash allowance was included in the construction contract to cover civil works for parking lot and playground areas. Potential savings if it comes in less. Contingency in place if costs come in higher.
19	Asphalt Plant Delays	4	Mitigate	Contractor to engage asphalt plant early and confirm availability for the project.	Ongoing item that wont be closed out until work is completed.
20	Equipment Back Order or Procurement Delays	4	Mitigate	Identify long lead times early in the project. Procure items as soon as possible.	Ongoing item that wont be closed out until work is completed.
21	Electrical Service Upgrades	4	Avoid	Architect and engineer team has carefully assessed the project's design to avoid any site service upgrades.	Complete - Included in the budget
22	Plumbing Service Upgrades	4	Avoid	Architect and engineer team has carefully assessed the project's design to avoid any site service upgrades.	Complete - Included in the budget
23	Fire Sprinkler System Upgrades	3	Avoid	Architect and engineer team has carefully assessed the project's design to avoid any site water service upgrades.	Complete - Included in the budget
24	Folding Partition Wall - Structural Requirements	6	Avoid	Additional structural work may be required for new folding partition wall system. Engineer reviewing structural requirements and providing options for consideration. UPDATE: partition wall systems selected comes with its own structural package. No additional structural work required.	Complete - Included in the budget
25	Folding Partition Wall - Acoustic Properties	3	Accept	Acoustic study was completed for the project. UPDATE: additional acoustics are being recommended for the space. Recommendations are now included into the project design.	Complete - contingency covering upgrade to acoustic properties of operable wall.

26	Folding Partition Wall - Procurement Delays	6	Mitigate	Identify long lead times early in the project. Procure items as soon as possible.	Ongoing item that wont be closed out until work is completed.
Active (Live) Site Risks					
27	MBCC	2	Mitigate	The building where the renovations are happening will not be occupied by public or staff during most of the construction period. A plan to transition staff from the trailers to the building will need to be created. Temporary occupancy may be required prior to staff moving over.	Ongoing item that wont be closed out until end of project.
28	Adjacent High School	2	Mitigate	Fencing and signage has been installed. School has been notified.	Included in project construction agreement. Won't be closed out until project is completed.
29	Adjacent Public Spaces (Arena, Offices, Parking Lot)	4	Mitigate	Fencing and signage has been installed. Occupants and users have been notified. Safe public access to offices has been maintained. Designated contractor and public parking areas have been created.	Included in project construction agreement. Won't be closed out until project is completed.
30	Site Security Fencing	3	Mitigate	Fencing and signage has been installed. Designated pathways have been created. Personal protective equipment and site orientation required by all workers and visitors.	Included in project construction agreement. Won't be closed out until project is completed.
31	Utility Shutdowns (water, electrical, gas, etc.)	3	Mitigate	All service shutdowns will need to carefully coordinated and communicated to limit the impact to users (water, power, gas, etc.).	Ongoing item that wont be closed out until end of project.
Other Risks (finance, permitting, etc.)					
32	Building Code Changes (2025)	6	Accept	Design will be updated building code requirements.	Complete - Included in the budget
33	Building Permit Delays	3	Mitigate	Team will gather and submit all documents as soon as possible. Team lead will work with the City to finalize permit as soon as possible.	Complete - Included in the budget
34	Insurance Requirements	3	Mitigate	Confirm project and site insurances are up to date.	Complete - Included in the budget
35	Child Care Operating Agreement	6	Mitigate	Engage BGCO early in 2026 to create operating agreement. Meeting scheduled late Feb.	Ongoing item that wont be closed out until work is completed. UPDATE: Operating Agreement between the City and BGC Okanagan has been drafted and being reviewed.
36	Playground Space Requirements	2	Mitigate	Confirmation that playground space requirements are met.	Complete - Included in the budget
37	Child Care Space Requirements	3	Mitigate	Confirmation that child care space requirements are met. Design team has cross referenced requirements with BGCO and child care licensing. Official confirmation will not happen until final inspection is completed during licensing application process.	Ongoing item that wont be closed out until final inspection is completed.
38	IHA Requirements	6	Mitigate	Confirmation that child care space requirements are met. Design team has cross referenced requirements with BGCO and child care licensing. Official confirmation will not happen until final inspection is completed during licensing application process.	Ongoing item that wont be closed out until final inspection is completed.

39	Construction Schedule Delays	4	Mitigate	Construction agreement has provisions in place for schedule delays; requiring advance notice from the Design-Builder; are considered out of the Design-Builder's control. Project is tracking for a September 2026 substantial completion. City meets with construction team every two weeks to discuss project and updated schedule. No delays reported to date.	Ongoing item that wont be closed out until end of project. Additionally, the project budget supports Colliers project management services during project close out phases (Oct 31). Budget currently has a \$25,000 contingency for any extended services beyond Oct 31. UPDATE: Team has set up additional touch point meetings to check in with progress of work and change directive items. This includes weekly site visits, biweekly contractor meetings, and biweekly client meetings. This will continue as the project proceed forward towards key milestone move in and project completion dates.
40	Council Project Approval	3	Mitigate	Timing of when Council approves the project may impact schedule. This is now closed.	Complete
41	Provincial Funding Approval	9	Mitigate	Timing of when the Province approves funding may impact schedule. This is now closed.	Complete
42	City Funding Approval	6	Mitigate	Timing of when the City approves funding may impact the schedule. This is now closed.	Complete
43	Wildfires	1	Accept	RLP is a muster centre for major evacuations which may impact the project.	Ongoing item that wont be closed out until end of project.
44	Contractor Mobilization Delays	4	Accept	Maintain updated project calendar and confirm contractor readiness.	Complete
45	Labour Shortages	4	Mitigate	Contractor responsible to retain subcontractors. Pre construction recruitment was completed.	Ongoing item that wont be closed out until end of project.
46	Tariffs	4	Accept	Since the project team has no control of this risk, the strategy will be to accept any imposed tariffs on construction materials and where possible, source out items that may not require tariffs. Project contingency includes \$45,000 for tariff costs. Potential savings if not used.	\$45,000 contingency line was included for the project. Potential savings if not used or comes in less. Additional contingency in place if costs come in higher.
47	BGCO Stakeholder Design Changes	4	Mitigate	Engage BGCO early and have them sign off on project design.	Complete
48	Occupancy Delays (new)	6	Mitigate	To assist with mitigating any delays, the project team is completing weekly site visits, biweekly contractor meetings, client touch point meetings, and has established a moving committee. These will continue until these milestones are achieved and the project is complete.	UPDATE: The project will have two key milestones when getting occupancy. The first key milestone will be obtaining temporary occupancy for staff to move out of the trailers into MBCC sometime around June. The second key milestone date will be BGCO moving into the building after substantial completion is met in September.

22	Complete (Closed Out)
26	Remain (Outstanding)

Updated April 20, 2026