

### Revised Timelines, Deliverables, Associated Off-Ramps and Release of Funds

Tight timelines continue to be one of the greatest challenges facing the Calgary Bid Exploration Committee (CBEC). On 2016 September 26 (C2016-0738), Council adopted the amended deliverables, milestones and timelines outlined in C2016-0738 Attachment 1 and authorized the General Manager, Community Services to make further amendments to the deliverables, milestones and timelines as he deems required and as agreed to by the Board of Directors for CBEC.

Preliminary timelines were initially based on another Canadian city expressing interest in potentially bidding. As no other Canadian cities expressed interest, the timelines were amended to allow more time to complete the exploration work. Key updates to the deliverables and milestones include:

- rather than an interim report to Administration by 2016 December, CBEC provided a draft outline of the Master Facilities Plan, and
- rather than a final report and recommendation by 2017 May, CBEC will deliver an interim report by 2017 March and a final report and recommendation by 2017 May to Administration.

The final decision date to Council is unchanged; Administration will present a final recommendation to Council by 2017 July. Details are provided in Table 1 and 2.

Table 1: Preliminary Key Deliverables and Milestones for CBEC

Milestone	Key Deliverables for CBEC	Timing
1	Project Charter containing clearly defined Key Deliverables and Milestones for the Project, a fundraising and domestic bid competition update and the vision and legacy plan concept.	Oct. 14, 2016
2	Project Budget and Cash Flow Statement	Oct. 31, 2016
3	Initial Draft of Master Hosting Plan	Dec. 31, 2016
4	Interim Master Hosting Plan along with a draft recommendation to The City whether to submit a domestic bid to the COC for the 2026 OPWG	April 3, 2017
5	Final Master Hosting Plan and recommendation to The City whether to submit an international bid to the IOC for the 2026 OPWG	May 31, 2017

Table 2: Refined Key Deliverables and Milestones for CBEC

Milestone	Key Deliverables for CBEC	Timing
1	Project Charter containing clearly defined Key Deliverables and Milestones for the Project, and a fundraising and domestic bid competition update.	December 15, 2016
2	Project Budget and Cash Flow Statement	Dec. 31, 2016
3	Draft outline of the Master Facilities Plan	Dec. 31, 2016
4	Interim Master Facilities Plan	March 17, 2017
5	Final Master Facilities Plan and recommendation to The City whether to submit an international bid to the IOC for the 2026 OPWG	May 17, 2017

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#### Overall Timeline

Table 3 demonstrates both the frequent updates provided by Calgary Bid Exploration Committee (CBEC), associated Administration reviews, Council updates and subsequent off-ramps. It is worth noting that release of funds are associated with CBEC's Deliverables and Milestones as well as update reports to Council, ultimately creating off-ramps (highlighted in yellow). The refined timelines are noted in Table 3 and marked with an asterisk. The 2017 July date for the final recommendation to Council is unchanged.

Table 3: Overall Timeline for CBEC/City

Deliverables and Actions	2016							2017								
	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP
CBEC updates to Administration					X	X	X	X	X	X	X	X	X	X	X	X
CBEC Key Deliverable & Milestones					X		X				X	X				
* Refined dates for CBEC Key Deliverables & Milestones					X		X			X		X				
Administration Progress Reports to Administration Leadership Team (ALT)				X			X				X		X			
Administration Update Reports to Council	X			X				X			X					
Release of Funds to CBEC*					X	X		X			X					
Administration's Report and Recommendation to Council Report by 2017 July														X		
The City Declaration to the International Olympic Committee to proceed or not																X

LEGEND:

- Yellow represents possible off-ramps through the process.
- Green represents release of funds to CBEC.
- Blue represents CBEC reporting into The City with progress updates, deliverables and milestones.
- Red represents completion dates.