



City of
Peterborough

To: **Members of the Committee of the Whole**

From: **Sandra Clancy, Director of Corporate Services**

Meeting Date: **September 21, 2015**

Subject: **Report CPPS15-033**
Pre-commitment of the 2016 Capital Budget and Award of
Tender T-24-15 for the Transit Terminal West Wing Renovation

Purpose

A report to recommend a pre-commitment of the 2016 Capital Budget and the award of Request for Tenders (RFT) T-24-15 for the Transit Terminal West Wing Renovation.

Recommendations

That Council approve the recommendations outlined in Report CPPS15-033 dated September 21, 2015, of the Director of Corporate Services, as follows:

- a) That the \$650,000 budget amount proposed for the 2016 Capital Budget for the Terminal Building Upgrades be pre-committed;
- b) That RFT document T-24-15 for the Transit Terminal West Wing Renovation be awarded to Kawartha Capital Corp., 580 Ashburnham Drive, Peterborough, ON, K9L 2A2 at a total cost of \$874,520.28 plus HST of \$113,687.64 for a total of \$988,207.92;
- c) That a provisional work value of \$100,000 be committed to the project and the Administrative Staff Committee be provided the authority to adjust the purchase order value to an upset limit of \$974,520 excluding HST as necessary to complete this project;

- d) That a temporary heated transit shelter and overhead heating unit be installed on the transit platform on a temporary basis during construction at an estimated cost of \$40,000, with funding from the 2015 Transit Stop and Shelter Capital Budget (project reference 5-11.06)

Budget and Financial Implications

The total Transit Terminal project costs for both the East and West Wings (net of the HST rebate) including contingency allowance, consultant design and project management fees are as follows:

Line	Description	Amount
1	T-23-15 Transit Terminal East Wing Renovation (present project cost including approved Change Orders)	\$ 927,605.00
2	Consulting and Project Management Fees East and West Wing	\$ 162,550.00
3	T-24-15 Transit Terminal West Wing Renovation	\$ 874,521.00
4	City's Portion of HST	\$ 34,579.00
5	Contingency	\$ 100,000.00
6	Total Estimated Project Cost (Net of HST rebate)	\$2,099,255.00

Funding for the Transit Terminal Upgrades project will come from the following sources:

Line	Description	Amount
1	2014 Capital Budget (Item 5-11.02)	\$1,100,000
2	2015 Capital Budget (Item 5-11.02)	\$ 350,000
3	Pre-commitment of 2016 Budget	\$ 650,000
4	Total	\$2,100,000

Background

On March 18, 2015, the Administrative Staff Committee approved the recommendations of Report CPPS15-013 Award of RFT T-23-15 for the Transit Terminal East Wing Renovation. The current east wing renovation, scheduled to be completed in early October, includes a new dispatch area, server and data room, drivers lounge and lunch room and fully accessible washrooms and locker areas. The total renovation was designed to be completed in two phases, an east wing renovation and a west wing renovation.

The west wing renovation will create a new accessible public space including:

- customer waiting area;
- customer service ticket and information counter;
- new public washroom facilities, and
- new accessible administration area and staff washrooms.

As well, at the completion of both the east and west wing renovations, new energy efficient LED lighting and high efficiency HVAC equipment will provide a comfortable and controllable space for the public and staff and reduce ongoing maintenance and utility costs.

Benefits to Completing the West Wing Renovation in 2015 and Why Pre-Commitment is Necessary

This project was set up in two phases to allow service delivery to continue from this location while all construction is being done. During the first phase of the project, extensive additional work was required to remove hazardous materials and to upgrade the rental space in the building. Tender T-24-15 for the west wing was issued with the award pending the approval of the 2016 Budget which includes \$650,000 for the work.

There is a need to start the west wing as soon as the east wing is completed. The renovation of the west wing will require closure of the interior office space, the public waiting area, the ticket counter, and public washrooms for the entire period of construction. If the project does not start until the budget is approved, this would require a January construction start date with no inside waiting room for the duration of the winter.

There are multiple renovation projects scheduled at the Simcoe Street parking garage and transit terminal this year. In addition to the interior renovation projects, the elevator serving the parking garage is being refurbished under RFT-16-15 and the parking garage is being rehabilitated under RFT-27-15. To reduce the impact on customers and to avoid having multiple contractors on site at the same time, the Simcoe Street parking garage rehabilitation work was scheduled to be started in spring of 2016, as described in Report CPPS15-029, approved by Council at their meeting of June 29, 2015.

Waiting for 2016 budget approval would mean having both projects under construction at the same time which will be problematic for customers, staff and the contractors. If the work on the west wing renovation starts in October, the latter part of the renovation may be in colder weather but staff are proposing to provide some temporary shelter or heated area on the platform during construction.

The cost of the temporary shelter and outside heater units is estimated at \$35,000 – \$40,000. After construction, the shelter can be redeployed to a regular transit stop, and therefore funding for this temporary measure is proposed to be allocated from the existing Transit Shelter capital budget.

In addition to the weather and conflict with other work, the City's customers and staff are already being inconvenienced and there is a desire to continue with the work while the momentum is present and people are in the mode of putting up with the mess and inconvenience. Transit staff have been working out of cramped office space since the spring and will be moved into a small temporary office space during the west wing renovation. Delaying the west wing work until spring would prolong the cramped working conditions for an additional 9 months.

Customer service can be improved and stabilized and staff can get settled sooner if the west wing renovation can begin in October.

RFT Issued

The RFT T-24-15 closed on July 30, 2015. Six submissions were received. The six submissions are summarized in Chart 1. The Property and Energy Manager and Lett Architect Inc. (the City's Architect of Record) reviewed the submissions. It is also recommended that a contingency of \$100,000 be approved.

Recommended Bidder

Based on the Tender submissions and evaluation, it is recommended that RFT T-24-15 for the Transit Terminal West Wing Renovation be awarded to Kawartha Capital Corp., 580 Ashburnham Drive, Peterborough, ON, K9L 2A2 at a total cost of \$889,912 (net of the HST rebate). Kawartha Capital Corp has provided similar work for the City and recently completed the Art Gallery of Peterborough HVAC Retrofit this summer and is qualified to perform this work.

Chart 1: RFT T-24-15 Summary Chart

Firm Name	Address	Bid Amount (Excluding HST)
Anacond Contracting Inc.	25 North Rivermede Road, Unit 16 Concord, Ontario, L4K 5V4	\$885,000.00
Dalren Limited	8781 Dale Road Cobourg, Ontario, K9A 4J9	\$905,000.00
J.J. McGuire General Contractors Inc.	880 Farewell Street Oshawa, Ontario, L1H 6N6	\$876,782.00
Kawartha Capital Corp.	580 Ashburnham Drive Peterborough, Ontario, K9L 2A2	\$874,520.28
Mortlock Construction Inc.	1970 Brown Line, P.O. Box 545 Peterborough, Ontario, K9J 6Z6	\$914,000.00
W.S. Morgan Construction Limited	19 Bowes Street Parry Sound, Ontario, P2A 2K7	\$910,000.00

Council Approval Required

Under Section 8.2.1 b. of the Purchasing By-law 14-127 Council must approve an Award, where the award cannot be accommodated within an approved budget and therefore requires a budget transfer or a pre-commitment against a future years' budget. As a result Council approval is required to award this work.

Timelines

If the recommendations are approved a contract will be prepared and signed by the CAO and Clerk, under their delegated authority to do so before the work commences.

The contractor is prepared to commence the work on October 13, 2015 and is expected to be completed by January 15, 2016.

Summary

RFT T-24-15 for the Transit Terminal West Wing Renovation has been issued in accordance with the City's Purchasing By-law 14-127 and can be awarded as recommended in this report upon approval of the pre-commitment of 2016 Capital Budget funds.

Submitted by

Sandra Clancy
Director of Corporate Services

Contact Name:

Mac MacGillivray
Property and Energy Manager
Phone: 705-742-7777 Ext 1852
Toll Free: 1-855-738-3755
Fax: 705-876-4606
E-mail: mmacgillivray@peterborough.ca