

**AGENDA
SPECIAL MEETING
NEW CITY HALL PROJECT STEERING COMMITTEE
Friday, May 20, 2016
2:30 o'clock p.m.
Town of Walkerville Meeting Room, 3rd Floor City Hall**

1. **CALL TO ORDER**

2. **DECLARATIONS OF CONFLICT**

3. **ADOPTION OF THE MINUTES**

Adoption of the minutes of the meeting held April 12, 2016 **(previously distributed)**

4. **BUSINESS ITEMS**

4.1 **Provisional Items**

Report of the Project Manager dated May 13, 2016 entitled "RFT 43-16, New City Hall General Contractor/Provisional Items – **attached.**

5. **OTHER BUSINESS**

6. **DATE OF NEXT MEETING**

7. **ADJOURNMENT**

**THE CORPORATION OF THE CITY OF WINDSOR
OFFICE OF THE CITY ENGINEER- Engineering**

**MISSION STATEMENT:**

"The City of Windsor, with the involvement of its citizens, will deliver effective and responsive municipal services, and will mobilize innovative community partnerships"

Author's Name: Wadah Al-Yassiri	Report Date: May 13, 2016
Author's Phone: 519-255-6100 ext. 6494	Date to Steering Committee: May 20, 2016
Author's E-mail: walyassiri@city.windsor.on.ca	

To: Steering Committee – New City Hall Project

Subject: RFT 43-16, New City Hall General Contractor / Provisional Items

1. RECOMMENDATION: City Wide: _____ Ward(s): _____

That the New City Hall Project Steering Committee **ENDORSE** the recommendation to include Provisional Items 1, 3 and 5 (at a minimum) at a total cost of \$895,000, plus HST.

EXECUTIVE SUMMARY:

N/A

2. BACKGROUND:

On June 15, 2015, City Council approved the following resolution:

M222-2015

"That Report No.1 of the New City Hall Project Steering Committee of its meeting held May 13, 2015 regarding 'Value Engineering and Cost Reduction Recommendations – New City Hall' BE ADOPTED as presented."

In addition to the approved cost saving measures, administration further included various provisional items worthy of reconsideration should the tender results be within the allocated construction budget.

The tenders were received on May 3, 2016 and the low bid was submitted by Oscar Construction. The full results and recommendation for award will be subject to a separate report to Council. The intent of this report is to outline the provisional items quoted by the low bidder and obtain a recommendation for Council approval.

3. DISCUSSION:

The provisional items for consideration are described as follows:

Provisional Item No. 1: The streetscape/pedestrian path improvements between the New City Hall and the 400 CHS buildings. This includes lighting, hard surface finishes, curbing, bollards and landscaping on the southern portion of City Hall Square East which will be closed. See attached Schedule A. This work was intended to be part of the overall plaza work; however, for staging and pedestrian safety, it is recommended to be completed as part of the Phase 1 works.

Executive Committee RECOMMENDS this work at a cost of \$365,000, plus HST.

Provisional Item No. 2: Green Roof on Second Floor Roof Area as shown in Schedule B (approximately 6,500s.f.). Green roofs provide many benefits like storm water management, aesthetic improvement, improved air quality / noise reduction and contributes to energy savings as it relates to heating and cooling. This item does require initial capital investment as well as additional maintenance requirements. It has been said that annual maintenance costs may range between \$0.25 to \$0.50 per square foot. Using this range, the additional operating costs are estimated between \$2,000 to \$4,000 annually. These costs are expected to be offset by energy savings and environmental benefits. The green roof was evaluated as part of the Green Energy workshop and for cost saving measures was not included in the base bid. The City currently maintains green roofs at various municipal facilities.

Executive Committee DEFERS decision on this item to the Steering Committee. The low tender bid cost is \$114,000, plus HST.

Provisional Item No. 3: Finish of the future growth area on 3rd, 4th and 5th floors (total area approximately 12,000 s.f.) as shown in Schedule C. This work includes carpet tiles, ceiling tiles, lighting and perimeter dry wall. It should be noted that this work is not comprehensive as the future configuration of this space is not known at this time. Additional partitions, electrical and data runs will be required prior to occupancy. However, it will be less disruptive and more economical to complete this work at this time.

Executive Committee RECOMMENDS this work at a cost of \$489,000, plus HST.

Provisional Item No. 4: Artistic colour lights on the north and south side of the building including all associated control wiring, communication devices, and control system. See attached Schedule D. Colour lighting provides an opportunity for a link between the public, the Civic Plaza and New City Hall especially on certain occasions which would also complement the colour theme. This item was included further to many public requests requesting LED colour lighting outside the existing 350 CHS.

Executive Committee DEFERS decision on this item to the Steering Committee. The low tender bid cost is \$126,500, plus HST.

Provisional Item No. 5: Enhance the roof waterproofing membrane to extend the life of the roofing system. This item includes an upgrade to the already quality system by adding a flood coat of adhesive and embed 6-8 lbs per s.f of pea stone ballast with parapet flashings.

Executive Committee RECOMMENDS this work at a cost of \$41,000, plus HST.

The total cost of the minimum recommended provisional items (1, 3 & 5) is \$895,000, plus HST.

4. RISK ANALYSIS:

There are no significant or critical risks associated with the recommendations in this report. Liability risks are standard with any procurement process and contractual arrangement. These risks will be mitigated to a low level by ensuring the RFT process is followed and that the prescribed insurances are in place to cover the Corporation.

There is also a moderate risk that any provisional items not approved at this time will cost significantly more to implement in the future.

5. FINANCIAL MATTERS:

City Council has approved the Total Gross Project Budget of \$43,937,000. The construction budget is \$31,016,250. The low tender results are as follows:

Low Bidder Price	\$28,543,290
Provisional item # 1	\$365,000
Provisional item # 2	\$114,000
Provisional item # 3	\$489,000
Provisional item # 4	\$126,500
Provisional item # 5	<u>\$41,000</u>
Total Bid including all Provisional items	\$29,678,790
Non-recoverable HST	<u>\$522,406</u>
Grand Total	\$30,201,196
Available Construction Budget	<u>\$31,016,250</u>
Surplus Remaining	\$815,054

There are sufficient funds in the construction budget to proceed with the project including ALL provisional items.

Since the project is in the early stages, it is further recommended that the resulting construction surplus be transferred to the project contingency budget.


6. CONSULTATIONS:


Members of the New City Hall Project Working Team
Members of the New City Hall Project Executive Committee
Michael Dennis, Financial Planning Administrator

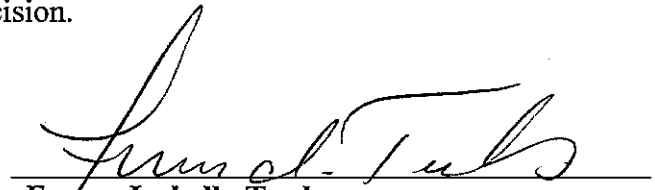
7. CONCLUSION:

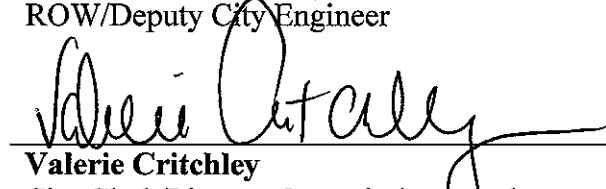
Administration will be recommending to Council the award of construction tender for the New City Hall facility to Oscar Construction Company Ltd in a separate report.

The project Executive Committee further recommends AT A MINIMUM the approval of Provisional Items 1, 3 and 5 listed above and defers recommendation of Provisional Items 2 and 4 to the project Steering Committee for final decision.


Wadah Al-Yassiri
Project Administrator


Mark Winterton
City Engineer and Corporate Leader
Environmental Protection and Transportation
Project Sponsor, New City Hall Project


France Isabelle-Tunks
Senior Manager of Development, Projects &
ROW/Deputy City Engineer


Valerie Critchley
City Clerk/Licence Commissioner and
Corporate Leader Public Engagement and
Human Services
Co-Project Sponsor, New City Hall Project

WAY/lp

APPENDICES:

Schedule A - Provisional Item No. 1 illustration
Schedule B - Provisional Item No. 2 illustration
Schedule C - Provisional Item No. 3 illustration
Schedule D - Provisional Item No. 4 illustration

DEPARTMENTS/OTHERS CONSULTED:

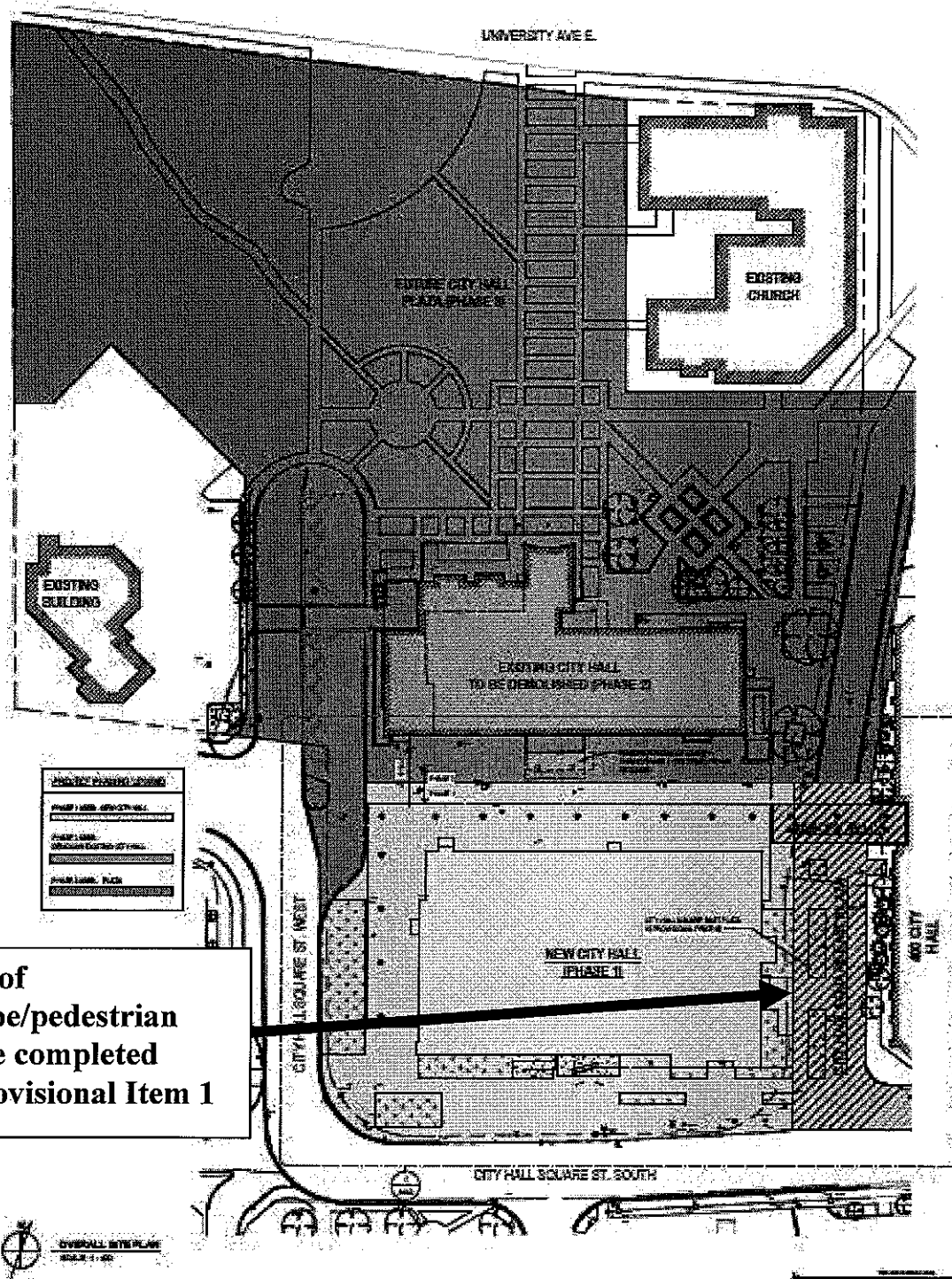
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Phone #: 519 ext.

NOTIFICATION ;

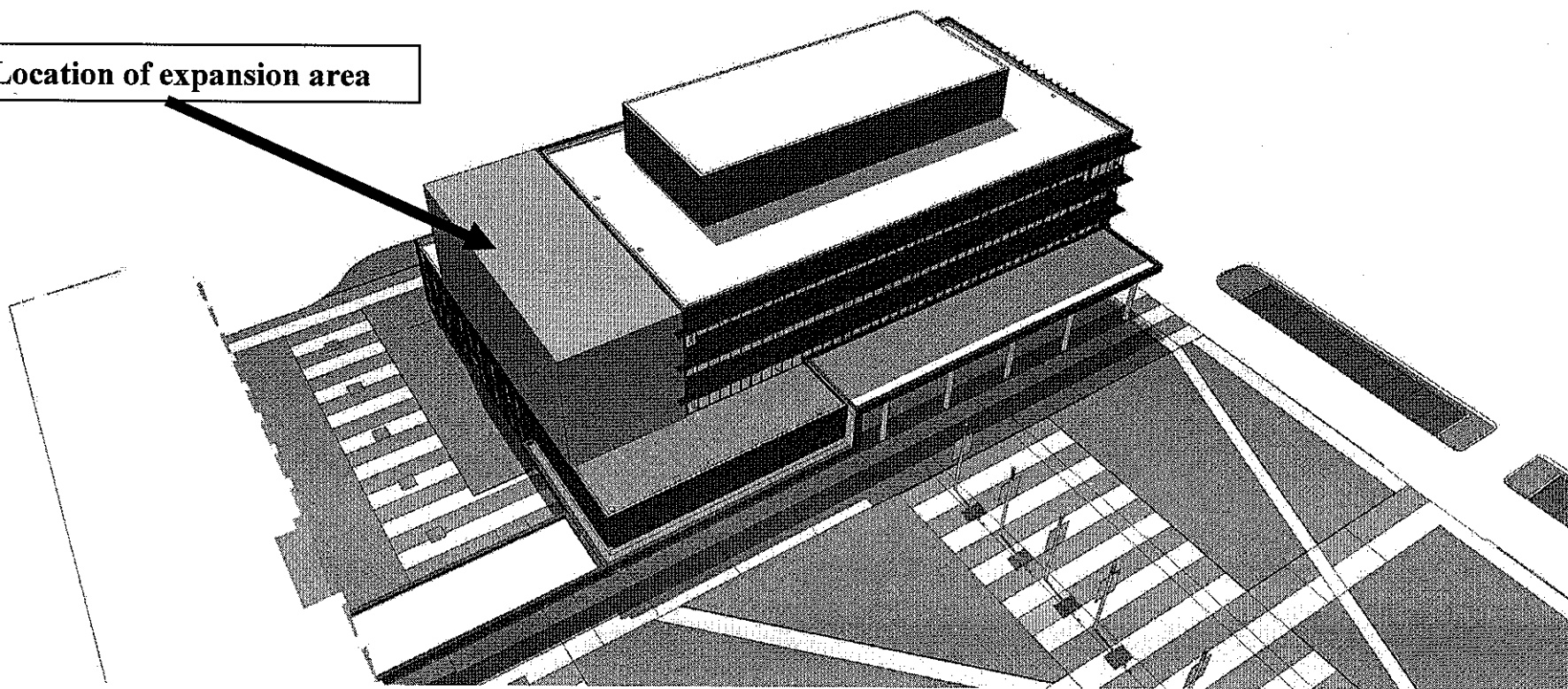
Name	Address	Email Address	Telephone	FAX

Provisional Item No. 1 illustration



Provisional Item No. 3 illustration

Location of expansion area



Provisional Item No. 4 illustration

