



# The Corporation of the Municipality of Arran-Elderslie

## **Staff Report**

Council Meeting Date: September 26, 2022

Subject: SRREC.22.13 Facility Condition Assessment

Report from: Carly Steinhoff, Park, Facilities and Recreation Manager

Appendices: None.

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### **Recommendation**

Be It Resolved that Council hereby,

1. Accepts the proposal from Roth IAMS to complete the Facility Condition Assessment for the Chesley, Paisley and Tara Community Centres at a cost of \$26,017.06 including applicable taxes, which will be funded through Operating Account 01-5015-9020 Transfer to Capital.

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### **Report Summary**

To accept a proposal from Roth IAMS to complete a Facility Condition Assessment for each municipal community centre, representing Phase 1 of this project. Phase 2 will include remaining buildings and facilities within the Municipality. This phase of the project will begin in the fall of 2022 and is set to be complete by December 2022.

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### **Background**

It has been identified within the 2022 Operating Budget to complete facility assessments for each municipal community centre. The rationale for this project is to assist staff in meeting the 2024 Asset Management Planning for Municipal Infrastructure regulation, O. Reg 588.17 and O. Reg 193/21. Within the regulation, all non-core municipal infrastructure must be identified to assist the municipality with asset lifecycle information, levels of service and long-term capital planning. Core infrastructure for municipal assets has been complete, as per the regulation. Staff are now looking to meet the regulation requirements prior to the deadline of July 1, 2024.

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## **Analysis**

Staff have reached out to several firms that specialize in facility condition assessments. This was done through two (2) procurement groups; LAS Canoe Procurement Group and OECM (Ontario Education Collaborative Marketplace). Arran-Elderslie is a participating member with both groups and received four (4) proposals for this project.

Roth IAMS \$ 26, 017. 06 (including tax)

The firm will complete the assessments by collaborating with Municipal staff with first-hand experience and knowledge of the buildings and their components. This will be completed through interviews and a site visit with Municipal staff. Roth IAMS will obtain any drawings or relevant information to include within the report. The firm will complete the assessments utilizing ASTM E2018-15 Standard Guide for Property Condition Assessments and Uniformat II.

CION Engineers & Building Scientists \$ 31, 662.60 (including tax)

The firm will complete the assessments utilizing ASTM E2018-08 Standard Guide for Property Condition Assessments: Baseline Property Condition Assessment Process and ASTM E1557-09 Standard Classification for Building Elements and Related Sitework – Uniformat II. The firm will complete detailed visual inspection of readily visible major components to determine existing conditions. Once complete, a comprehensive Building Condition Assessment report will be prepared.

Goridian \$ 33,964.41 (including tax)

The firm will complete the assessments utilizing ASTM E2018-15 Standard Guide for Property Condition Assessments. Additional methodology was included within the proposal. Goridian's process includes pre-assessment, assessment, draft data review and final reports.

Nadine Consulting Engineers \$ 43,544.55 (including tax)

The firm will complete the assessments utilizing Uniformat II, Level 4. The process will include pre-project administration, project preparation, site interviews and audits, analysis and reporting.

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## **Link to Strategic/Master Plan**

### 6.1 Protecting Infrastructure, Recreation and Natural Assets

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**Financial Impacts/Source of Funding/Link to Procurement Policy**

Within the 2022 Operating Budget, \$35,000.00 has been allocated for the completion of this project. Section 8.1 of the Procurement Policy grants the authority to procure in cooperation with other public entities. Staff engaged with consultants that were awarded RFP's by LAS Canoe Procurement Group and Ontario Education Collaborative Marketplace. Staff are recommending accepting Roth IAMS proposal of \$26,017.06, including applicable tax to complete this project. This project will be funded through Recreation Admin, 01-5015-9020.

The assessment of the three (3) community centres represents the first phase of completing the condition assessments of municipal buildings and facilities. Phase 2 will be addressed in 2023.

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Approved by: Sylvia Kirkwood, Chief Administrative Officer