



# The Corporation of the Municipality of Arran-Elderslie

## Staff Report

Council Meeting Date: October 15, 2024

Subject: New Paisley Firehall and Public Works Building RFP

Report from: Emily Dance, Chief Administrative Officer

Steve Tiernan, Fire Chief, Scott McLeod, Public Works Manager, David Munro, Interim Treasurer

Appendices:

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### **Recommendation**

Be It Resolved that Council hereby,

1. grants the New Paisley Fire Hall and Public Works Facility Design and Build Proposal to DOMM Construction in the amount of \$2,740,000 plus HST.
2. approves Cobide Engineering to prepare the Site Works tender, answer questions through the tendering process, review submitted tenders and make and award recommendation in the amount of \$7,000 plus HST
3. directs the CAO to research options for the appointment of a Project Manager for the project.
4. defers the decision on funding the project to 2025 budget deliberations.

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### **Report Summary**

The intent of this report is to obtain Council approval to award the tender for the construction of the new Paisley Fire Hall and Public Works Building.

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### **Background**

On July 25, 2024 the Municipality issued a Request for Proposal for a Design and Build for a New Paisley Fire Hall and Public Works Facility to be constructed at the North-West Corner of County Road 3 and Canrobert Street in Paisley.

Tenders closed on Friday September 13, 2024 with four proposals being received.

Contractor	Cost excluding HST
DOMM Construction	\$2,740,000 (2.7M +40K in options)
Straw Hat Renovations Inc.	\$4,443,741.95
Schilthuis Construction Inc	\$5,229,640
Niacon	\$6,145,833.62

## **Analysis**

The Evaluation Team made up of the CAO, Treasurer, Fire Chief, Manager of Public Works and CBO reviewed the proposals against the following criteria:

- Evaluation of relevant qualifications and expertise of assigned staff members and project manager.
- Past Performance on similar projects with other municipalities.
- Project team experience, understanding and approach to project completion.
- Completeness of Proposal including the evaluation of any sub-consultants, work schedule, commitment to safety and quality assurance and project design methodology.
- Total Price

The Evaluation Team recommends DOMM Construction as the preferred contractor based on the above criteria. They submitted the lowest bid, have a team with the qualifications suited for the project, they have constructed similar projects in West Perth, Clearview and Oro-Medonte as well has done work in the past for the municipality. The proposal showed an understanding of the project and a timeline of commencing the project as soon as the Municipality is ready.

During the past several years, the New Paisley Firehall Committee met to discuss the building of a new firehall in Paisley. In the past couple of years, the committee has seen some changes due to new Council elections. Credit needs to be given to all who have put their ideas and time into this project as this is certainly appreciated.

Looking forward to the construction of the firehall, staff would like a firehall that would last 50-60 years or longer and be functional for the needs of the fire service moving into the future. The Chief visited several firehalls throughout the region and settled upon the same plan as the Lucknow firehall. Chief Tiernan arranged a trip to the Lucknow firehall

with members of the committee and then with firefighters from Paisley to obtain their input.

Chief Tiernan working with Chief Building Official Pat Johnson, who made the changes to the plans that Chief Tiernan deemed as necessary for the fire service moving into the future. The firehall plans, as designed now, meet the needs of the fire service today and into the future. This building will also serve as the alternate Emergency Operations Center (EOC) in the event it is needed.

#### Site Works

The site works and preparation is not included in the Request for Proposal. Cobide Engineering provided a Construction Cost Estimate for the project. This has been estimated at \$1,308,125

Tender Cost Summary	Total
General Construction Items	\$35,000
Removals	\$70,550
Sanitary Sewer & Appurtenances	\$109,375
Storm Sewers	\$186,975
Watermain & Appurtenances	\$15,500
Road Works	\$790,900
Contingency	\$100,000
Total	\$1,308,125

Due to constraints with other projects and current operations, Public Work Staff does not have the capacity to perform the grounds work. Staff is recommending that Cobide Engineering prepare the Site Works tender, answer questions through the tendering process, review submitted tenders and make and award recommendation in the amount of \$7,000 plus HST

## Project Management

Due to the complexity and expense of the project, staff is requesting Council consider retaining a project manager to oversee the entire project. This has also been noted in the tender documents from DOMM for the Municipality to have a Municipal assigned project manager.

The project manager would be the key point person for the contractors and staff for the project. They act as the bridge between a project's plan and its execution. They would work closely with our Chief Building Official, Manager of Public Works, Fire Chief, Treasurer and CAO to liaise with the contractor for the site works, building construction and interior construction suppliers and trade.

The project managers core role is to ensure that projects meet deadlines, stays within budget, and adhere to quality standards and approved plans.

Their expertise in managing timelines and resources prevents miscommunication and scope creep. This role could be on a contract basis for an individual or through a consulting firm.

For the site works only, Cobide has provided an estimate of \$55,000 plus HST to oversee the construction, this does not include provisions for overseeing the construction of the building or any interior works.

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

6.6 Modernizing Services

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

It is recommended to utilize existing reserves, grants, and fundraising to pay for the Fire Hall & Public Works building. More details will be presented to Council during the review of Draft #1 of the 2025 Budget. There is an approved option to borrow from Infrastructure Ontario, but this may not be necessary.

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Approved by: Emily Dance, Chief Administrative Officer