



Council Report

Report Number: PUR2022-012
Meeting Date: March 22, 2022
Title: 2022-33-SS Contract Administration Support and Inspection for Phase IV of the Downtown Reconstruction
Author and Title: Linda Lee, Buyer
Corby Purdy, Manager, Infrastructure, Design and Construction

Recommendation(s):

That Report PUR2022-012, **Contract Administration Support and Inspection for Phase IV of the Downtown Reconstruction**, be received;

That CIMA Canada Inc. be awarded the Contract Administration and Inspection for Phase IV of the Downtown Reconstruction in the amount of \$261,118.57 not including HST;

That \$63,137.00 in funding be transferred in the amount of \$31,568.50 from the Water Infrastructure Reserve (1.32050) and \$31,568.50 from the Sewer Infrastructure Reserve (1.32030), to cover the current deficit;

That \$100,000.00 in funding be transferred in the amount of \$50,000.00 from the Water Infrastructure Reserve (1.32050) and \$50,000.00 from the Sewer Infrastructure Reserve (1.32030), to cover the additional anticipated expenses relating to staff time;

That subject to the receipt of the required documents, the Mayor and Clerk be authorized to execute the agreements to award the contract; and

That the Procurement Division be authorized to issue a purchase order.

Department Head: _____

Financial/Legal/HR/Other: _____

Chief Administrative Officer: _____

Background:

On September 21, 2021 Council approved Report Number CA2021-005 that identified capital projects for which early start is considered essential. Reconstruction of Downtown Lindsay, Phase 4 which includes York Street from Russell Street to Peel Street, William Street from Russell Street to Peel Street, and Peel Street from William Street to York Street.

PUR2017-049 approved Downtown Lindsay design work to be completed by CIMA Canada Inc. Road sections included in the design assignment are: Peel Street, Russell Street, Kent Street West, Cambridge Street, William Street, York Street and Lindsay Street South. During the design process CIMA Canada Inc. and staff conducted two (2) public meetings with local residents and businesses.

PUR2019-009 approved Phase 1 Contract Administration and Site Inspection to be awarded to CIMA Canada Inc.

ENG2020-004 approved Phase 2 Contract Administration and Site Inspection to be awarded to CIMA Canada Inc.

PUR2020-032 approved Phase 3 Contract Administration and Site Inspection to be awarded to CIMA Canada Inc.

Phase 4 construction was released and advertised in accordance with the Purchasing Policy, and was awarded to Coco Paving Inc. Construction is expected to commence in March 2022.

The Single Source purchase order number 909590 OS requested that CIMA provide support for the Contract Administration and Site Inspection for the Phase 4 Construction of Downtown Lindsay.

Rationale:

CIMA has provided the Contract Administration and Inspection for all Phases of the Downtown Reconstruction thus far, therefore staff is recommending they be awarded Phase IV for the amount of \$261,118,57 not including HST.

Other Alternatives Considered:

No other alternative is being considered as the Purchasing Management Directive allows for a single source to be permitted if the work required is of the same scope as a previously awarded procurement process.

Alignment to Strategic Priorities

The project relates to the following strategic priorities:

1. Healthy Environment
2. A Vibrant and Growing Economy
3. Good Government

Financial/Operation Impacts:

Funds for the Contract Administration and Inspection Services for Phase IV of the Downtown Reconstruction was approved through the 2022 Capital Budget as per the table below:

| Project Number | Project Budget | Other Committed Funds | Project Balance | Purchase Amount (excl. HST) | 5% Contingency | HST Payable | Total Amount | Project Balance |
|----------------|--------------------|-----------------------|------------------|-----------------------------|-----------------|----------------|------------------|-------------------|
| 983220301 | \$1,625,000 | \$1,485,841 | \$139,159 | \$65,280 | \$3,264 | \$1,206 | \$69,750 | \$69,408 |
| 983220302 | \$1,313,000 | \$1,212,504 | \$100,496 | \$65,280 | \$3,264 | \$1,206 | \$69,750 | \$30,745 |
| 998220301 | \$1,012,000 | \$969,906 | \$42,094 | \$65,280 | \$3,264 | \$1,206 | \$69,750 | (\$27,657) |
| 998220302 | \$729,000 | \$794,885 | (\$65,885) | \$65,279 | \$3,264 | \$1,206 | \$69,749 | (\$135,634) |
| Totals | \$4,679,000 | \$4,463,137 | \$215,863 | \$261,119 | \$13,056 | \$4,825 | \$279,000 | (\$63,137) |

Other committed funds include the construction, geotechnical services, and Contract Administration and Inspection Services.

It is recommended to fund the current deficit of \$63,137.00 with \$31,568.50 coming from the Water Infrastructure Reserve (1.32050) and \$31,568.50 coming from the Sewer Infrastructure Reserve (1.32030).

It is further anticipated that an additional \$100,000.00 will be required for staff time, in addition to the contract administration and inspection services. Therefore, it is recommended to fund the anticipated expenses with \$50,000.00 coming the Water Infrastructure Reserve (1.32050) and \$50,000.00 coming from the Sewer Infrastructure Reserve (1.32030).

After the application of the reserve amounts to fund expenditures in the above projects there will be \$7,973,782.00 remaining in the Sewer Infrastructure Reserve (1.32030) and \$6,162,458.00 in the Water Infrastructure Reserve. (1.32050).

Upon completion of the work, any remaining surplus or deficit will be dealt with through a capital close report presented to Council by the Treasury Department in accordance with the Capital Close Policy.

Consultations:

Junior Accountant

Executive Assistant for Engineering and Corporate Assets

Department Head email: jrojas@kawarthalakes.ca

Department Head: Juan Rojas, Director of Engineering and Corporate Assets