



Staff Report for the Chief Administrative Officer

Summer Recess

Date of Report: August 24, 2018

Report Number: SREIS.18.011

Department: Environment and Infrastructure Services

Division: Facility Design Construction and Maintenance Services

Subject: Approval of Scope Change for RFP-86-17 –
Project Management Services for the Civic
Precinct Project

Purpose:

Environment and Infrastructure Services is seeking Council approval to amend the existing project scope of RFP-86-17 – Project Management Services for the Civic Precinct Project with Colliers Project Leaders to reflect the direction of Council in accordance with the Procurement By-Law No. 113-16 and the Financial Control By-Law No. 114.16.

Recommendation(s):

- a) Staff are recommending that the existing project scope of RFP-86-17 with Colliers Project Leaders be amended to reflect the July 8, 2018 direction of Council, in accordance with Section 6.20 – Delegated Authority – Scope Changes of the Financial Control By-Law 114-16;
- b) Environment and Infrastructure Services is seeking Council approval for the amendment in an amount not exceeding \$300,000; and
- c) That the Commissioner of Environment and Infrastructure Services be authorized to execute any necessary documentation to affect the contract.

Contact Person:

J. Patrick Caron P.Eng., Director of Facility Design, Construction and Maintenance,
Extension 2403

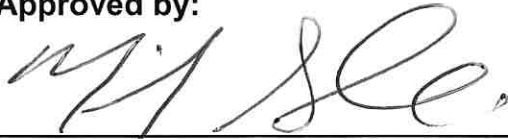
Submitted by:



For

Italo Brutto, P. Eng.
Commissioner of Environment and Infrastructure Services

Approved by:



Neil Garbe
Chief Administrative Officer

Background:

On February 22, 2017 Council authorized the initiation to retain project management services, engineering consultants and a prime architect for the design of the Civic Precinct Project located at the southwest corner of Major Mackenzie Drive and Yonge Street. The Civic Precinct Project included a civic centre / municipal administration building, Central Library expansion, underground parking garage, amphitheater, community kiosk, public square, skating rink / reflecting pool, pedestrian plaza and garden areas.

On December 21, 2017 Colliers Project Leaders Inc. was awarded RFP-86-17 to perform Project Management Services as well as provide architectural advice for the Civic Precinct Project and have been working on the project since January of 2018.

At a Special Council meeting held on June 26, 2018 Council approved the removal of the Civic Centre Municipal Administration Building and underground parking and to provide alternate options for additional office space at other locations.

At the July 8, 2018 Council Meeting, Council approved the following motion to clarify the direction given to staff at the June 26, 2018 Special Council Meeting:

“b) That staff be directed to report back on a revised scope of work for the Civic Precinct Project at the time that staff report back on alternate options to accommodate the Town Hall Space needs”

Based on the motion the Council direction is to eliminate the Municipal Office and underground parking for the Civic Precinct site, retain the outdoor amenities, expand the Central Library and look at options to accommodate forecasted staff growth until 2041 at the 225 East Beaver Creek site or other alternative sites.

Given the knowledge and understanding that Colliers Project Leaders Inc. has gained in the development of this project over the last six months, the synergies of continuity to advance this project and in the essence of time, Colliers is best suited to assist staff in addressing the council directive. On this basis Colliers has submitted a proposal to address the direction of council. Staff are recommending that existing project scope be amended to reflect the direction of Council. In accordance with the Financial Control By-law, Environment and Infrastructure Services is seeking Council approval in the amount of \$300,000 to amend the project management scope of services for an amount not to exceed \$300,000.

Financial/Staffing/Other Implications:

The approved purchase order for Colliers Project Leaders Inc. to provide project management services for the Civic Precinct Project under RFP-86-17 is \$5,115,000.

The funding spent for project management services to July 30, 2018 is \$313,438.

Relationship to the Strategic Plan:

Approval to amend project management services consulting meets with Goal 4 of the Strategic Plan, "Wise Management of Resources in Richmond Hill", by serving as a role model for municipal management.

Conclusion:

In accordance with the Financial Control By-Law, Staff are recommending that the existing project scope be amended to reflect the direction of Council in an amount not exceeding \$300,000.