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BAYVIEW PARKWAY OPERATIONS CENTRE
TOWN OF NEWMARKET
CONSULTANT AWARD FOR CONSTRUCTION ADMINISTRATION

The Transportation and Works Committee recommends the adoption of the recommendations contained in the following report, August 27, 2003, from the Commissioner of Transportation and Works and Commissioner of Corporate Services:

1. RECOMMENDATIONS

It is recommended that:

1. The firm of URS Canada Inc. be awarded the site supervision and contract administration for the redevelopment of the Water and Wastewater Bayview Operations Centre at 380 Bayview Parkway with an upset limit of \$125,000.
2. The Purchasing By-law be waived to permit the award without competition.
3. The Regional Solicitor be authorized to prepare and the Chair and Clerk to execute an agreement with URS Canada Inc. for the provision of these services.

2. PURPOSE

The purpose of this report is to obtain authorization to extend the current consultant assignment with URS Canada Inc. to include construction administration.

3. BACKGROUND

Since the creation of the Region in 1971, Water and Wastewater Maintenance and North Operations staff have used the old offices of the Newmarket Sewage Treatment Plant at 380 Bayview Parkway in the Town of Newmarket as their base of operations (*see location plan, Attachment No. 1*). This facility has become known as the Bayview Operations Centre. A number of years ago the building was deemed no longer adequate to accommodate the staff, and in 1998, Cole Sherman and Associates Ltd. were selected to prepare a *Space Plan and Building Condition Assessment Report for the RMY Newmarket Operations Centre*. The resulting report was updated in May 2000 and issued as the *Facility Review and Recommended Building Program*.

In April of 2001, consultants responded to a Request for Proposals to design a replacement for the existing facility. Cole Sherman and Associates Ltd., now known as URS Canada Inc., was the successful respondent and was awarded the design component in accordance with the Purchasing Bylaw. The design of the new operations centre has now been completed, and the tender for the construction is ready for issue. Staff from the Capital Projects Division, Property Services Branch, Corporate Services Department will provide project management services to the Transportation and Works Department during the construction phase.

4. ANALYSIS AND OPTIONS

URS Canada Inc. has completed the design of the Bayview Operations Centre. Their successful proposal in 2001 for design services included a budget estimate of \$114,350 (GST

excluded) for construction administration services. During preliminary design, the space needs study was updated resulting in a 33% increase in the floor area of the facility to accommodate increased staffing levels.

URS Canada Inc. has now quoted a fee of \$125,000 (GST excluded) to administer the construction contract, a figure which is considered reasonable and comparable to other Region projects. It is customary practice and highly desirable from a practical standpoint to retain the design architect to provide the construction supervision services. Engaging the design firm for field supervision provides continuity of support and enables field staff to refer the inevitable questions that arise to the appropriate design personnel, and should result in lower costs to the Region.

A competitive bid process for the field supervision would delay the award of the project, result in increased construction costs for winter work, and could result in changes of scope for any additional design work required of the new consulting firm.

Construction is anticipated to be complete by the end of 2004.

5. FINANCIAL IMPLICATIONS

Construction, and therefore the associated inspection and contract administration and expenditures, will commence in 2003 and continue through 2004.

The necessary funding is included in the approved 2003 budget.

6. LOCAL MUNICIPAL IMPACT

There will be no functional impact on the area municipality. The municipality will benefit visually from the new building and associated landscaping.

7. CONCLUSION

Construction administration services by a Consultant are required to co-ordinate and manage the upgrade of the Water and Wastewater Bayview Operations Centre at 380 Bayview Parkway. URS Canada Inc., who completed the design work, have agreed to carry out the work for a fee of \$125,000. It is therefore recommended that URS Canada Inc. be awarded the contract to provide contract administration services for this project in accordance with the Region's Purchasing By-law.

The Senior Management Group has reviewed this report.

(A copy of the attachment referred to in the foregoing has been forwarded to each Member of Council with the September 3, 2003 Transportation and Works Committee agenda and a copy thereof is on file in the Office of the Regional Clerk.)