

**Addendum to the Development & Property Department Report
Presented by Mr. Craig Kelley, Director of Development & Property Department**

BY-LAWS

10. DP-2020-04 – County of Renfrew Administration Building Renovation (Service Delivery Improvement Project)

Recommendation: THAT Contract DP-2020-04 submitted by Jumec Construction Incorporated, Ottawa, Ontario for the renovation of the County Administration Building at 9 International Drive, Pembroke, Ontario, including the renovation to accommodate the new Emergency Services space, in the amount of \$3,417,307.00 plus HST be approved; AND FURTHER THAT the funds in the amount of \$3,087,962.00 be allocated from the Working Capital Reserve Fund to complete this project; AND FURTHER THAT \$725,000.00 be allocated from the Provincial Service Modernization Fund to complete this project; AND FURTHER THAT \$300,000.00 be allocated from the Social Services budget to complete this project; AND FURTHER THAT upon completion of the project, the Emergency Operations Centre be located in the newly dedicated area; AND FURTHER THAT County Council pass a By-Law to Authorize Execution of the Contract.

Background

Eight contractors were pre-qualified to submit a tender response for the renovation of the County Administration Building, referred to internally as the Service Delivery Improvement Project. Six of those eight attended the mandatory site meeting and were approved to continue. Tenders were received as follows:

	Submitted Amount
1. Frecon Construction Limited, Pembroke, Ontario	\$3,965,000.00
2. Jumec Construction Limited, Ottawa, Ontario	\$3,417,307.00
3. McDonald Bros. Construction Limited, Carp, Ontario	\$3,788,358.00

All amounts exclude applicable taxes

The 2020 Budget includes funds in the amount of \$3,725,000.00 to be withdrawn from a reserve fund for the SDIP project, and to use the County's allotment from the Provincial Service Modernization Fund. Staff have reviewed the tender results for the project and confirmed that there are sufficient funds to complete the project as tendered through the use of County of Renfrew, Working Capital Reserve Fund. Tenders were processed in accordance with County of Renfrew Policy GA-01 for the Procurement of Goods and Services. These tenders do not include other fees and soft costs, including architectural fees, furnishings and equipment, etc. However, the total project costs will fall within the scope of the project budget. The Estimated Budget for the SDIP project is as follows:

Construction	\$3,417,307
Construction Contingency	included
Consulting Fees	\$262,019

Health Unit Designs	\$10,000
Phase I Design Work	\$48,500
Disbursements	\$20,000
IT/Phone	\$10,000
Survey, Topographical	\$10,000
Testing & Inspection	\$5,000
Miscellaneous	\$10,000
Security System	\$15,000
Legal	\$10,000
Signage	\$10,000
Furnishings & Equipment	\$150,000
Moving Expenses/Storage	\$30,000
Building Permit	\$24,000
Subtotal	\$4,041,826
HST	\$71,136
Total Project Cost	\$4,112,962
*Social Services Budget	(\$300,000)
*Prov. Service Mod. Fund	(\$725,000)
To be Funded from Reserves	\$3,087,962

It is noteworthy that over the past few months, we've had to modify the designs to react to an office environment and public space that must now adapt to a pandemic working environment. While we were ahead of the curve with much of our design, we are still finalizing the designs of the individual workstations in the open work areas of the building to ensure physical distancing requirements in an office environment. The designs continue to react to new working relationships with our employees, including occasional workstations and areas for those that may continue to find a need to work remotely.

Council will recall that during the 2020 budgeting process for the Service Delivery Improvement Project (SDIP) and the presentations provided regarding the scope of the project, it was contemplated the Emergency Services Department would be occupying a portion of the space currently being used by the Renfrew County and District Health Unit (RCDHU). This was a change in scope from when the SDIP was presented in early 2019, but it was determined throughout the design phase, and after the resulting decision that the RCDHU would not be occupying a reduced footprint, that the best use of that space was a relocation of the administration portion of Emergency Services. This newly created space would also serve as an area for training of paramedics and other staff members, and a relocation of the County's Emergency Operations Centre (EOC). The following points are salient to the discussion and recommendation:

- The 2019 flood emergency demonstrated the need for a functional EOC, as council chambers was not ergonomically, nor operationally, practical.

- With a focus on retaining Emergency Services administrative space within the County Administration Building as part of the overall Service Delivery Review, it was determined that it would be cost effective to do so as it would reduce the construction costs related to the potential future construction of an onsite Paramedic base station facility.
- Further to the above point, it has been determined that the duality of space (i.e. EOC/training room/conference space both virtual and conventional), may further contribute to cost savings moving forward.

As part of Tender DP-2020-04, designs were prepared and separate pricing was requested for the renovation of this space to make it practical for Emergency Services. This amount was not contemplated in the 2020 Budget, however the tender results permit the incremental costs fall within the overall scope of the total project costs.

Ms. Laura LePine, Director of Social Services, will be providing an update on her department's successful application for funding assistance towards the renovated Social Services operational area(s). These funds will offset some of the additional costs that were necessary to make the space more appropriate for physical distancing and serving the public in pandemic conditions.

COUNTY OF RENFREW

BY-LAW NUMBER 75-20

A BY-LAW TO AUTHORIZE THE WARDEN AND THE CLERK TO EXECUTE AN AGREEMENT FOR THE PROVISION OF GENERAL CONTRACTOR SERVICES FOR THE RENOVATION OF THE COUNTY ADMINISTRATION BUILDING AT 9 INTERNATIONAL DRIVE, PEMBROKE, ONTARIO

WHEREAS in accordance with sections 8 and 11 of the *Municipal Act, 2001, S.O. 2001 c. 25* as amended, a municipality may pass by-laws regarding the construction of facilities;

AND WHEREAS the Corporation of the County of Renfrew deems it necessary to renovate the County Administration Building at 9 International Drive, Pembroke, Ontario;

AND WHEREAS it is deemed desirable to enter into an agreement with Jumec Construction Incorporated, Ottawa, Ontario for the provision of general contractor services with respect to the renovation of the County Administration Building;

NOW THEREFORE the Council of the Corporation of the County of Renfrew hereby enacts as follows:

1. That the Council of the County of Renfrew award the renovation of the County Administration Building at 9 International Drive, Pembroke, Ontario, to Jumec Construction Incorporated, Ottawa, Ontario in the amount of \$3,417,307.00 plus HST.
2. That the Warden and Clerk are hereby authorized to sign and seal all things, papers and documents, including the CCDC 2 – 2008 “Stipulated Price Contract”, necessary or incidental to the execution of this said Contract.
3. That this By-law shall come into force and take effect upon the passing thereof.

READ a first time this 27th day of May 2020.

READ a second time this 27th day of May 2020.

READ a third time and finally passed this 27th day of May 2020.

DEBBIE ROBINSON, WARDEN

PAUL V. MOREAU, CAO/CLERK