

TO: MAYOR & COUNCIL
FROM: DEPUTY CHIEF ADMINISTRATIVE OFFICER AND CHIEF FINANCIAL OFFICER
SUBJECT: **CI – CAMERON COMMUNITY CENTRE & LIBRARY - DESIGN**
PURPOSE: To obtain Council approval to increase the existing contract with Diamond Schmitt Architects Incorporated for the Cameron Community Centre & Library Project – Phase II.

RECOMMENDATION

THAT a contract increase to Diamond Schmitt Architects Incorporated, for a total cost of \$1,690,568.00 including GST in the amount of \$80,503.00 as outlined in the June 19, 2023 Council report titled “CI – Cameron Community Centre & Library - Design”, be approved; and

THAT final payment will be based on the actual quantity of services delivered and hourly rates as submitted.

CHIEF ADMINISTRATIVE OFFICER’S COMMENTS

I concur with the recommendation of the Deputy Chief Administrative Officer and Chief Financial Officer.

1.0 POLICY SECTION

The City’s Change Order Policy requires Council’s approval for change orders, which individually or when accumulated with prior change orders, increase the total value of the contract by \$1,000,000.

2.0 BACKGROUND

On December 16, 2019, City Council authorized \$1,000,000.00 including GST in the amount of \$47,619.00 to retain Diamond Schmitt Architects Incorporated (DSAI) for the Cameron Community Centre and Library Project – Phase 1 works. The Phase 1 contract award was for a total cost of \$810,846.00 including GST in the amount of \$ 38,612.00 which included needs assessment, preliminary schematic design services and estimating.

Since the award of this contract, on October 25, 2021, City Council awarded Detailed Design works to DSAI for \$15,271,630.00 including GST in the amount of \$727,221.00, and CAO approved change orders for \$728,359.00 including GST in the amount of \$34,684.00 which included increases associated with natatorium glare study, pedestrian wind study, timber alternative solutions, additional elevator, building permit alternate solutions, groundwater management and surveying services.

3.0 GENERAL INFORMATION

This report reflects the additional effort required for DSAI to complete the design works of the Cameron Community Centre and Library Project. A number of additional requirements were requested by the City that were not included in their original scope. Some of these include expanded landscape and civil works into the park and additional design extension costs due to public consultation delays stemming from COVID. This increase also includes \$500,000 for a mass timber funding program of which the City will be reimbursed entirely resulting in a net zero increase. All items have been negotiated with DSAI and staff have reviewed the proposed change orders and believe they appropriately address the City’s needs at a fair cost while meeting the overall project schedule. The cost also includes a contingency amount for additional services anticipated throughout construction.

This recommendation is to approve a contract increase to DSAI in the amount of \$1,690,568.00 including GST in the amount of \$80,503.00.

The total estimated contract value will be \$18,501,403.00 including GST in the amount of \$881,019.00

Contract History	Date	Accumulative Total Change (including GST)
Original Contract Award – Phase 1	December 2019	\$ 810,846.00
Detailed Design – Phase 2	October 2021	15,271,630.00
Change Order #1	May 2022	728,359.00
Change Order #2	Pending	1,690,568.00
Total		\$18,501,403.00

City staff have reviewed the proposed change order and believe it appropriately addresses the City’s needs at a fair cost. The General Manager Lands and Facilities concurs with this recommendation.

4.0 COMMUNICATION AND COMMUNITY ENGAGEMENT

The RFP #210-10-19 Cameron Community Centre & Library (Attachment 1) was publically advertised. Upon closing, the City received a total of nine submissions.

5.0 FINANCIAL CONSIDERATIONS

Funding is provided for this capital work within the 2023 – 2027 Financial Plan under WBS element BAX.0020 (\$1,610,400).

Respectfully submitted,

Noreen Kassam, Deputy Chief Administrative Officer and Chief Financial Officer

ATTACHMENTS

Attachment 1 – RFP #210-10-19

REPORT CONTRIBUTORS

This report was prepared by Sophan Lum, Assistant Manager - Purchasing and reviewed by Gisele Caron, Senior Purchasing Manager.