



Regular Council Meeting

To:	Mayor and Council
Date:	January 17, 2022
From:	Wayne Hancock, Director of Public Works Chris Allison, Manager of Parks & Recreation
Report Number:	Public Works 2022-01
Subject:	New Parks & Public Works Millbrook Depot Tender T-PW-21-05

Recommendations:

1. That Council award the New Parks & Public Works Millbrook Depot Tender T-PW-21-05 to Mortlock Construction Inc. at the tender amount of \$773,490 with H.S.T. in the amount of \$100,553.70 for a total amount of \$874,043.70. The total tender amount with net municipal H.S.T. is \$787,103.42; and
2. That Council approve the contingency funds in the amount of \$85,000.00 (11%); and
3. That Council authorize a debenture of \$872,104 with annual payments of \$56,000, over a 20 year term, with \$24,640 paid through the Parks & Public Works Operating Budgets and \$31,360 paid through Development Charges.

Overview:

The existing municipal building, located at 70 King St. West, has been a works depot for the village of Millbrook for many years and is in much need of repair. It houses both parks & recreation and public works during year-round operations, including grass cutting in the summer to snow removal of sidewalks and roads in the winter.

On July 5, 2021 Council directed staff to proceed with the tendering process for three buildings; this Parks & Public Works Building and for two other buildings, the Fire Station and the Public Works Operating Center.

The Township has engaged Greenview Environmental Management to provide detailed design and tender documents for all three projects. On this specific project, the building reconstruction includes demolition of existing building, site servicing to the building with sanitary sewer and water services, new wood frame building structure, steel cladding, new roofing, electrical, plumbing and HVAC. The building itself will include four bays and a new lunch room/bathroom & wash-up area. All exterior doors will be replaced and new windows. The site will also be graded with new granular 'A', but there is no

asphalt proposed at this time. Asphaltting of the parking lot area will be considered, as a future budget item, if deemed necessary. The site works also, include restoration with sod of all disturbed areas. The Contractor is also to be diligent in erosion and sediment control as it relates to the workplace and protection of all creek areas. Attachments No. 1 and No. 2 show the building elevations and site plan layout in the building and civil drawings respectively.

This Tender for the New Parks & Public Works Millbrook Depot was called and posted to Biddingo on November 16, 2021. The closing date was December 15, 2021 at 11:00 a.m. The Tender was opened publically on YouTube at 11:10 a.m. the same day by senior staff, CAO Yvette Hurley, Cindy Page, Kimberley Pope, and Wayne Hancock and Chris Allison representing the Township and Tyler Peters, President representing Greenview Environmental Management.

Four bids were received and are outlined below:

Bidder	Tender amount excluding HST
Jeffery G Wallans Construction Limited	\$ 697,600
Mortlock Construction Inc.	\$ 773,490
Ritestart Limited	\$ 840,000
Beavermead Construction (1991) Limited	\$ 928,900

The four bids have been reviewed by our consultant and references checked for the two lowest bidders. They have recommended approval of the second lowest bid of Mortlock Construction Inc as per their recommendation letter provided as Attachment No. 3.

The Contractor has proposed a start date of March 18, 2022 and proposed completion of all works by September 01, 2022. This schedule is of course subject to unforeseen delivery problems related to building materials.

Financial Impact:

Council had directed staff to proceed with tendering of this project with a maximum construction cost of \$800,000.00. The Mortlock Construction Inc. tender is \$773,490, plus H.S.T. in the amount of \$100,553.70 for a total amount of \$874,043.70. The total tender amount with net municipal H.S.T. rebate is \$787,103.00 which is within the maximum construction costs as authorized by Council.

A contingency amount of \$85,000.00 (11%) is recommended for additional items, which would include permit fees, materials testing and other unforeseen changes due to Covid or change orders during the construction process. An important comparative value to note is the cost per square foot. This new building is 230 metres squared (2475.7 square feet), as noted in Attachment No .1, with the unit cost of this building of \$352.26/square foot based on the total budget amount requested of \$872,104, which includes the contingency amount.

Therefore, the total budget amount requested is \$872,104 to be funded through debentures with annual total payment of \$56,000 funded over a 20 year (option) term as follows;

- \$383,726 Debenture (Operating Budget, shared 50/50 Parks & Public Works)
 - Annual payments of \$24,640 per annum
 - approx 0.25% (¼ of a percent) property tax rate levy increase.
- \$488,378 Debenture (Development Charges)
- Annual payments of \$31,360 per annum.
- No property tax rate levy required. Paid through Development Charges.

Attachments:

1. Building Drawings
2. Civil Drawings
3. Greenview Tender Review Letter

Respectfully Submitted by,

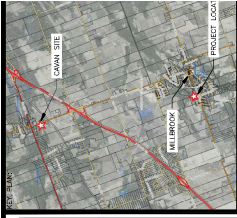
Wayne Hancock
Director of Public Works

Respectfully Submitted by,

Chris Allison
Manager of Parks & Facilities

Reviewed by,

Yvette Hurley
Chief Administrative Officer



GENERAL NOTES

1. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE TOWNSHIP OF CAVAN AND THE PROVINCE OF ONTARIO.
2. THE CONTRACTOR SHALL OBTAIN ALL NECESSARY PERMITS AND APPROVALS FROM THE TOWNSHIP OF CAVAN AND THE PROVINCE OF ONTARIO.
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NO.	DATE	DESCRIPTION
1	2011-01-15	ISSUED FOR PERMIT
2	2011-01-15	ISSUED FOR PERMIT

PROFESSIONAL ENGINEER
H. H. PETERS
 00039722
 TOWNSHIP OF CAVAN



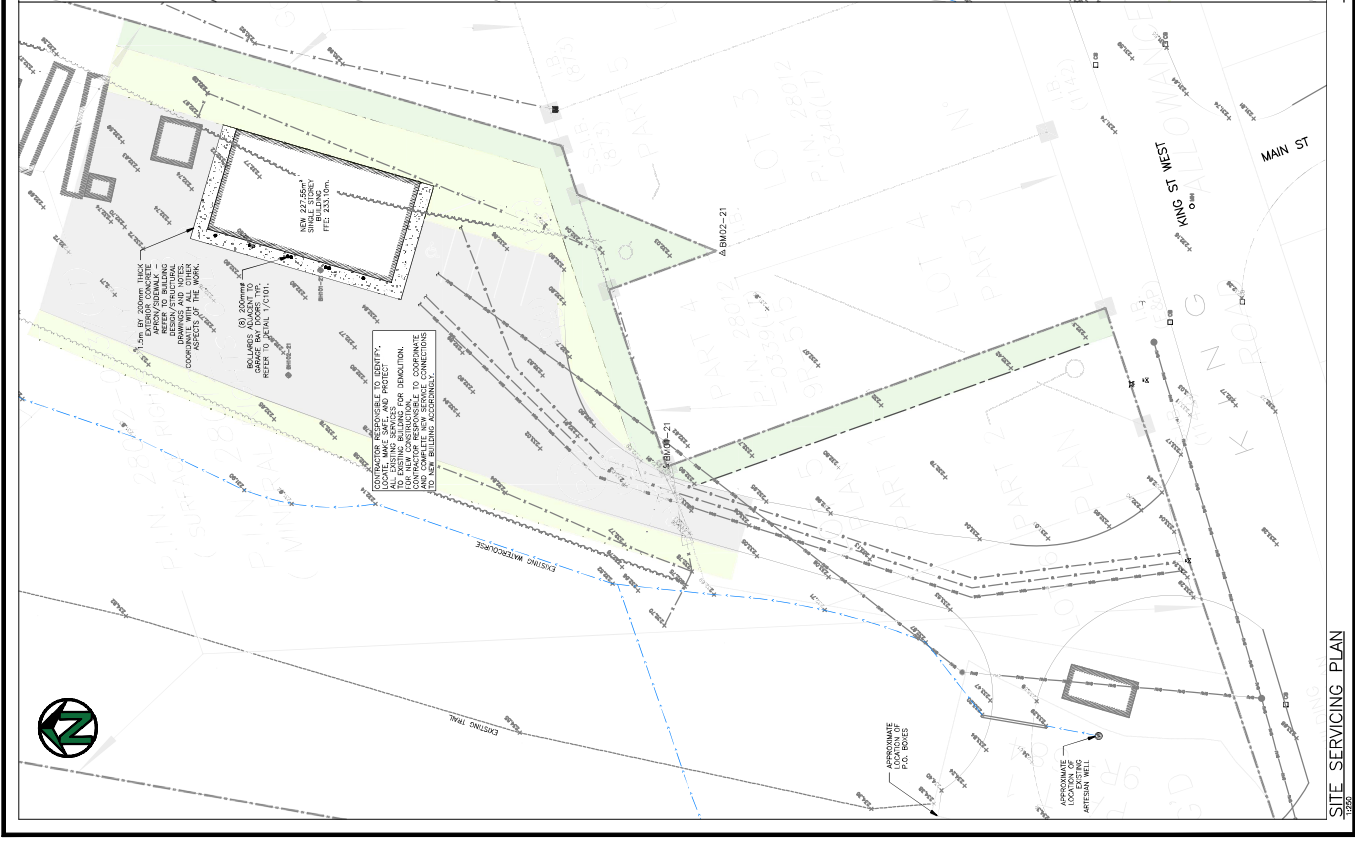
NEW PARKS AND PUBLIC WORKS
MILLBROOK DEPOT
 70 KING STREET WEST
 MILLBROOK, ON

SITE SERVICING, GRADING & DRAINAGE PLAN



PROPOSED BY: **GREENVIEW**
 11 Commerce Court
 111 King Street West
 Millbrook, Ontario
 905.771.2004

C102



GRADING & DRAINAGE PLAN

SITE SERVICING PLAN



January 06, 2022

BY ELECTRONIC MAIL ONLY

Township of Cavan Monaghan
 988 County Road 10
 Millbrook, Ontario
 L0A 1G0
 whancock@cavanmonaghan.net

Attention: Wayne Hancock
 Director of Public Works

Re: Construction Tender Review and Recommendation (RFT# T-PW-21-05)
New Parks & Public Works Millbrook Depot
70 King Street West, Millbrook, Ontario
Greenview File: 164.21.004

Dear Wayne:

Greenview Environmental Management Limited (Greenview) provides this submission to the Township of Cavan Monaghan (Township) summarizing our review of construction tenders received in response to the Township's request for the construction of a replacement operational building and associated works at the Township's existing depot at 70 King Street West, in Millbrook, Ontario.

Background

Commencing November 16, 2021, the Township issued a tender call to qualified and experienced General Contractors for the above-noted project. The initial tender call was advertised on the Township's website, and the internet via the tendering portal Biddingo.com. The tender call received considerable interest.

During the tender period, a mandatory pre-bid site meeting was facilitated by the Township on November 25, 2021, with only one (1) general contractor attending. As a result, the mandatory pre-bid meeting requirement was waived, and the Township actively engaged other potential bidders that have participated in past other bid opportunities, successfully engaging other general contractors to participate in the bidding process.

The tender period closed at 11:00:00am municipal time on December 15, 2021. At the time of closing, four (4) tenders were received by the Township. The recorded values from the tender opening are as follows (lowest bid price to highest, excluding taxes):

Bidder (Location)	Tender Price
Jeffrey G. Wallans Construction (Brighton, ON)	\$697,600.00
Mortlock Construction (Peterborough, ON)	\$773,490.00
Ritestart Limited (Burlington, ON)	\$840,000.00
Beavermead Construction (Peterborough, ON)	\$928,900.00

Tender Review & Examination

All tender submissions were reviewed for general conformance with tender requirements. During the tender reviews, additional information was requested from any bidders, as deemed necessary.

Of the four (4) submitted tenders, the two (2) lowest-priced tenders were reviewed in comprehensive detail. The items reviewed in detail included, but were not limited to:

1. Tender price, and corresponding consistency with pre-tender construction cost estimates, municipal budget, and spread of values between the tenders submitted.
2. Current and completed projects, related project experience, and past project references (Owners, Consultants, etc.)
3. Subcontractors, subtrades, and suppliers proposed for the work, including unit rate schedules.
4. Bid security, surety/bonding, and conformance with contract insurance requirements.
5. Other elements deemed pertinent to the successful completion of the project.

The two (2) lowest-priced tenders were calculated to be within eleven percent (11%) of each other in price, and both are within Greenview's anticipated pre-tender construction cost estimate \$800,000 (with a +/- 15% contingency), also which is understood to be the municipality's corresponding capital budget.

The two (2) lowest-priced tenders were reviewed in detail with respect to qualifications, experience, and past project references. Based on past project reference checks and recent projects, of the two lowest-priced bidders, Mortlock Construction is considered superior in this regard.

Recommendation

First, it is understood by Greenview that there would be no restrictions for the project to move to construction, providing it meets all regulatory requirements for the COVID-19 pandemic. It is our understanding that the bidders have duly accounted for the currently understood impacts of the COVID-19 in their bids, and only unknown circumstances may affect construction pricing and/or timelines.

Considering the above, Greenview recommends that the Township proceed with a written notice of award to Mortlock Construction of Peterborough, Ontario for their bid price of \$773,490.00, plus applicable taxes. Mortlock's tender price is within the municipal budget, and their qualifications, experience, and ability to complete the project within established timelines and parameters are deemed superior to Jeffrey G. Wallans Construction. Alternatively, if the Township chooses to award the project primarily on bid price, Greenview cautions the Township in this approach, considering that the lowest price could be considered unqualified in the current construction environment, and there appears to be a potential element of risk reported by past project references with the lowest-price bidder, as per consultations undertaken as part of this review.

The tender irrevocability period is sixty (60) days from the tender closing date (to February 13, 2022) after which, bids are no longer valid. The notice of award should include clear conditions with respect to moving forward into the contract negotiation phase, and formal contract execution, all prior to February 13, 2022, if the Township elects to formally proceed with construction of the project.

Next Steps

If the award of the project is to proceed, a notice of intent to award the contract should be presented to the selected Contractor, initiating the formal contracting and agreement phase of the project, with the expected initiation of the pre-construction aspects of the work. Construction is expected to be substantially performed by September 30, 2022.

For budgeting purposes, Greenview recommends that the Township account for an additional ten percent (10%) of the tender price at a minimum, for any contract changes that occur during the construction process. The

Township has elected to manage and administer the construction of this project internally, and as such, costs for external consultants during the construction phase are not included.

Closing

We trust you will find this submission in order. If you have any questions regarding this letter, please contact the undersigned at 613-332-0057 extension 102, or tyler.peters@greenview-environmental.ca.

All respectfully submitted by,

Greenview Environmental Management Limited



Tyler H. Peters, P.Eng.
Project Director

c.c. Chris Allison, Supervisor of Parks & Facilities, Township of Cavan Monaghan