



Regular Council Meeting

To:	Mayor and Council
Date:	August 2, 2022
From:	Bill Balfour Fire Chief
Report Number:	Fire Department 2022-02
Subject:	New Fire and Ambulance Station Tender Report

Recommendations:

1. That Council award the Tender T-FD-22-01 New Fire Station No. 1 to Gay Company LTD at the tender amount of \$6,845,000 with H.S.T. in the amount of \$889,850 for a total amount of \$7,734,850. The total tender amount with net municipal H.S.T. is \$6,965,472; and
2. That Council approve the contingency funds in the amount of \$696,547 (10% of net municipal cost); and
3. That Council approve an upset limit of \$317,491, including net municipal H.S.T., for Construction Contract Administration and the General Review of Construction for the Ontario Building Code review and sign off as required by O. Reg 332/12 of which may be awarded to independent service providers or combined; and
4. That Council authorize the total budget of \$7,979,510, to be funded transferring \$1,604,575 from the Fire Hall Infrastructure Reserve, \$7,357 from the Asset Replacement Reserve, with \$3,204,476 as a Development Charge Debenture, and \$3,163,102 as a Township Debenture; and
5. That Council authorize the \$3,204,476 Development Charge Debenture paid from Development Charges; and
6. That Council authorize the \$3,163,102 Township Debenture paid through the Fire Department Operating Budget; and
7. That Council authorize staff to finalize a lease agreement, for paramedic emergency services located at the New Fire and Ambulance Station, between the County of Peterborough and the Township of Cavan Monaghan to be brought back to Council for future approval; and
8. That Council direct staff to bring back a by-law to authorize the execution of the CCDC agreement for the New Fire Station No.1 between Gay Company Limited and the Corporation of the Township of Cavan Monaghan at a later date.

9. That Council approve reducing of the full building permit charge to a reduced amount of \$7,696.20

Overview:

The existing fire hall, located at 52 King Street east in Millbrook, has been in service since the 1960's. The current station was designed to house two fire apparatus. Presently there are four vehicles housed in the station, prohibiting the Fire Department from replacing vehicles that are due for replacement. The need for fire hall replacement was identified in a number of studies including two approved Master fire plans over a 20-year span. Each of these plans have identified the operational and the health and safety deficiencies within the current fire hall. The deficiencies have been estimated at \$800,000.00 to bring the station into compliance with a number of pieces of legislation.

On July 5, 2021 Council directed staff to proceed with the tendering process for three buildings; this Station and for two other buildings, the Public Works and parks and recreation and the Public Works Operating Center (Cavan).

The Township has engaged Greenview Environmental Management to provide detailed design and tender documents for all three projects. On this specific project, there are a number of factors that need to be considered when replacing a fire station as outlined in fire department report 2021-06 (Attachment No. 1). Council provided direction to staff on the site selection and the associated additional costs. A key factor influencing Council's decision include; maintaining the best overall response coverage in accordance with the Fire Underwriters Survey requirements for resident's insurance ratings. Making use of municipally owned lands results in savings to the Township as new lands will not have to be acquired for the new station.

Council further provided staff with direction that the new fire station was to include the current and projected needs for Peterborough County-City Ambulance services. The tender costing before Council today includes these requests (Attachment No.2). County Staff received approval to move forward with the inclusion of faculties for Paramedics within the new fire station. Senior staff have and continue to meet with County staff in relation to the negotiation of a lease agreement between the County and the Township. The agreement will provide off setting revenue for the new station both in the short and long-term horizon of this project. Currently both Township and County solicitors are preparing a lease agreement, which will be brought back to Council for approval once completed.

Council requested that the New Fire Station incorporate the principles of energy savings in to the building design. The Fire Hall Design (Attachment No. 5) presented will meet or exceed the Ontario building code requirements, the entire building envelop is developed with these principals in the forefront of all the decision-making processes.

Fire Hall Tender T-FD-22-01 was called and posted to Biddingo on May 20, 2022. The closing date was June 28, 2022 at 11:00 a.m. The Tenders were opened publically on YouTube at 11:10 a.m. the same day by Deputy Mayor Matthew Graham, CAO Yvette Hurley, Director of Finance Kimberley Pope, Clerk Cindy Page, Fire Chief Bill Balfour, representing the Township and Tyler Peters representing Greenview Environmental Management.

Seven bids were received as outlined below:

Bidder	Tender amount Excluding HST
Gay Company LTD	\$ 6,845,000.00
Koler	\$ 7,100,000.00
Quad Pro	\$ 7,273,000.00
Pre Eng Contracting	\$ 7,590,000.00
JJ McGuire	\$ 7,730,000.00
Garritano Brothers	\$ 8,039,450.00
Mortlock	\$ 8,770,000.00

The seven bids received have been reviewed by Greenview and references checked. Greenview recommendation (Attachment No. 3) supports staff's recommendation of proceeding with Gay Company Limited. Included within the tender proposal is the furnishings, fixtures and equipment. Greenview has provided a proposal (Attachment No. 4) for required Building Code review along with project management, which is substantial for a due to the building design and regulations requirements for emergency services during the build out phase of this project. The Townships Solicitor prior to the agreements being executed will review both Gay Company Ltd and Greenview Environmental proposals.

Staff have been and continue to work through several outstanding items such as Hydro One connections and Enbridge Gas main relocations for this project. These items have been outlined in Greenview's evaluation and the projected cost will be expensed to the contingency portion of this projected

A contingency amount of \$696,547.00 (10%) is recommended for additional items, which would include permit fees, utility connections, materials testing and other unforeseen changes due to pandemic, inflation or change orders during the construction process.

Should the tender be approved, staff will be meeting with the Contractor to finalize the schedule. The project is scheduled to start August 2022 with substantially preformed by September 2023. There are at this time known delays in the delivery date of pre-engineered portions of the building that would normally have a delivery time of six to eight weeks, which are now estimated at six to nine months due to factors related to supply chain issues. The schedule is subject to change due to any unforeseen circumstances that may arise.

Financial Impact:

Council had directed staff to proceed with tendering of this project with an upset construction cost maximum of \$4,200,000. Gay Company LTD submitted a tender of \$6,845,000 with H.S.T. in the amount of \$889,850 for a total amount of \$7,734,850. The total tender amount with net municipal H.S.T. is \$6,965,472. In addition, staff have requested contingency funds of \$696,547 (10% of net municipal cost) and \$317,491 for Construction Contract Administration and General Review of Construction as per OBC O. Reg 332/12.

Therefore, the total budget of \$ \$7,979,510 is to be funded through the Fire Hall Infrastructure Reserve and the Asset Replacement Reserve, and the remainder as debentures funded through development charges and municipal taxation;

- \$1,604,575 Fire Hall Infrastructure Reserve
- \$ 7,357 Asset Replacement Reserve Funds
- \$3,204,476 DC Debenture (to be funded through Development Charges)
- \$3,163,102 Township Debenture (Operating Budget, to be funded through Municipal Taxation offset by potential revenues resulting from the lease agreement, for paramedic emergency services located at the New Fire and Ambulance Station, between the County of Peterborough and the Township of Cavan Monaghan)

A Township Debenture of \$3,163,102 would result in annual payments of \$203,300 (estimated over 20 yrs @ 2.62% interest) which represents approximately 2.00% of a property tax rate levy increase.

The maximum included in the development charges calculation of the D.C. Background Study for Fire Protection Services Infrastructure Costs (identified on Table 5-7, Page 76 of the DC background study) totals \$2,730,000 plus \$474,476 DC Reserve fund balance. This provides the Township with the maximum amount that may be included based on the Service Standard Limitation (as set out in the DC Act).

The service standard worksheets for Fire Protection Services are provided in Appendix B on Pages 132-135 of the DC Background study. The DC Act requires us to look at the historical 10-year average service standard. This is measured by taking the inventory the Fire department's facilities, vehicles, and equipment in each year and applying the current replacement value of the items. This provides for a total replacement value of inventory in each year. This is then divided by the population in each year to establish the per capita standard. This annual per capita standard is then averaged (as required by the Act) to determine the service standard to be used in the maximum limitation calculation.

The maximum D.C. eligible calculation is measured by multiplying the \$ per capita service standard by the anticipated growth over the forecast period. With the list of projects and costs included in the D.C. (subject to rounding), we have "maxed out" our service standard.

Prj .No	Increased Service Needs Attributable to Anticipated Development	Useful Life (years)	Timing (year)	Gross Capital Cost Estimate (2022\$)	Post Period Benefit	Other Deductions	Net Capital Cost	Less:		Potential D.C. Recoverable Cost		
								Benefit to Existing Development	Grants, Subsidies and Other Contributions Attributable to New Development	Total	Residential Share 70%	Non- Residential Share 30%
1	2022-Buildout Provision for Fire Facility, Equipment and Vehicles	50	2022-2041	2,730,000	-		2,730,000	-		2,730,000	1,911,000	819,000
	Total			2,730,000	-	-	2,730,000	-	-	2,730,000	1,911,000	819,000

Attachments:

1. Fire Department report 2021-06
2. Greenview Tender recommendation
3. Greenview OBC and project administration proposal
4. Debt Capacity (ARL), Debentures and Future Capital Project update
5. Fire Hall Rendering

Respectfully Submitted by,

Reviewed by,

Bill Balfour
Fire Chief

Yvette Hurley
Chief Administrative Officer



Regular Council Meeting

To:	Mayor and Council
Date:	June 21, 2021
From:	Bill Balfour, Fire Chief
Report Number:	Fire Department 2021-06
Subject:	New Fire Station Site Selection

Recommendation:

That Council approves the site selection for the replacement of Fire Station One on the identified lands located at 988 County Road 10 based on Greenview Environmental Management Site Selection Study.

Overview:

During the May 17th, 2021 Council meeting, Council approved recommendations two and three in Fire Department Report 2021-05 (See Attachment 1). In regards to completing the detail design of the replacement of Fire Station One, with the inclusion of combined partnership, and facility with Peterborough County-City Paramedics (PCCP).

Council requested that an estimated costing be prepared in regards to the utilizing of Township owned lands located at 988 County Rd 10 (See Attachment # 2). Greenview Environmental Management prepared a Site Selection Study (See Attachment # 3) that provides Council the required background on technical aspects and estimate costing for the site.

Greenview's Site Selections Study and cost comparison indicates a 19% overall increase (including contingency) from the site at CMCC to the 988 County Rd 10. Staff believe that by utilizing the lands located at 988 County Rd 10 accomplishes a number of items for Council. It positions the Fire Department in an optimal location for resident's insurance rates, utilizing lands we currently own, and direct access onto County Road 10. The PCCP needs can be accommodated at the 988 site and will allow the partnership to move forward providing additional services to our community.

Staff compared the overall project inflationary increase as a benchmark to Greenview's current estimate (See Attachment #3) to the previously received Fire Hall costing that was received in Fire Department Report 2016-02, noting that the previous project did not include the PCCP partnership of two additional bays in the project. The inflation on the construction price previously costed \$4,900,000.00 (2016) which Greenview has re costed at \$5,809,063.00. Which is an 18.5 % increase which aligns with our indexing of development charges .Below is the CPI that was applied to the Townships DC's for the years 2017 through to 2021.

	2017	2018	2019	2020	2021
2016 Fire Hall Quote	3.22%	3.00%	5.20%	3.29%	2.29%
\$4,900,000	\$5,057,674	\$5,209,405	\$5,480,149	\$5,660,572	\$5,790,409
		Overall percentage increase since 2017			18.17%
Building construction price indexes, Toronto, ON - Statistics Canada Q3, year over year change (matching annual Development Charge Indexing)					

Note: There will be a cost sharing agreement with the PCCP as the process moves forwards which will provide a revenue stream for the project.

There are several factors that staff and Greenview Environmental Management has evaluated in the comparison between the CMCC lands and 988 County Road 10 lands for a Fire Station site.

Access to County Road 10

Staff and Greenview Environmental Management met with the County engineering staff to ensure that an entrance could be considered for the new Fire Station. As a result of the meeting County staff advised that the entrance would be granted, but requires a site specific amendment to the traffic study that was completed for the proposed Towerhill North subdivision. Both Township and County staff agreed that by placing a directional restriction of exiting only to County Rd 10; and based on the number of movements that the entrance could be achieved. Both the Fire Department and PCCP provided current and projected vehicle movements that support the entrance justification. Based on approval of this report the Director of Public Works will contact the firm that completed the study and have an amendment completed to the traffic study at the appropriate time during the Towerhill North application process.

Site works

Greenview Environmental Management provided a detailed cost comparison between site works required at the CMCC lands and the 988 County Rd 10 site. The costs outlined in Greenview's report are based on industry pricing that have been broken down for Council into four sections being soft costs, site works, building works and contingency.

While Greenview's report is based on industry pricing, there are opportunities that the Township can utilize and leverage as the project moves forward to reduce some of the costs contained within Greenview's costs estimate. In discussions with the Director of Public Works there is a high probability that the Towerhill North Project may require fill from the 988 County Rd 10 site for the construction of the proposed Street B; thereby lessening the earth excavation, haulage and disposal fees. As the Towerhill North project is currently in the application stage these discussions have yet to take place due to the status of the project. Staff will negotiate with the developer in regards to the removal of the fill to reduce and or eliminate the cost of the excavation, haulage and disposal fees. Cost savings in items S9 through to S13 of Greenview's report (See Attachment #3) will utilize Township owned materials and tendering processing to reduce these units estimated costs.

Recommendation

Based on the direction to staff at the Regular Council meeting on May 17th and the Site Selection Study prepared by Greenview Environmental Management and staff's investigation regarding the recommendation before Council; that the site located at 988 County Rd 10 be selected for the site of the Fire and PCCP Base.

To proceed forward with this project staff are seeking Council's approval of the Site Selection Study, estimated and conceptual drawing SP05 with additional works, as outlined by Greenview Environmental Management.

Upon Council's approval of the concept design and site selection, Greenview Environmental Management can proceed to detailed design and order of magnitude costing. Once the overall costing is, received staff can then provide Council with an understanding of the financing options for both the Fire Hall and Public Works projects.

As the project moves forward and there is a better understanding of the Towerhill North Street B requirements for fill placement; staff will continue to undertake discussion to decrease the earth excavation portion of the estimate.

Financial Impact:

Based on approval of this report a joint financing report will be brought forward to Council with financing options, for Council's consideration of the Fire Hall and Public Works buildings as directed.

Attachments:

1. Fire Department Report 2021-05
2. 988 County Road 10
3. Greenview Environmental Management 988 CR10 Site Selection Study Report

Respectfully Submitted by,

Reviewed by,

Bill Balfour
Fire Chief

Yvette Hurley
Chief Administrative Officer

Wayne Hancock
Public Works Director



July 19, 2022

BY ELECTRONIC MAIL ONLY

Township of Cavan Monaghan

988 County Road 10

Millbrook, Ontario

L0A 1G0

bbalfour@cavanmonaghan.net

Attention: Bill Balfour
Fire Chief

**Re: Construction Tender Review and Recommendation
New Fire Station No. 1 (RFT# T-FD-22-01)
Highlands Boulevard, Millbrook, Ontario
Greenview File: 164.21.005**

Dear Chief:

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 the New Fire Station No.1 and associated works at the existing municipal property at 988 County Road 10 (fronting on Highlands Boulevard), in Millbrook, Ontario.

Background

Commencing May 20, 2022, 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 industry tendering portal www.Biddingo.com. The tender call received significant interest.

During the tender period, a mandatory pre-bid site meeting was facilitated by the Township on May 31, 2022, with numerous interested bidders attending.

The tender period closed at 11:00am on June 28, 2022. At the time of closing, seven (7) 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
Gay Company Limited (Bowmanville, ON)	\$ 6,845,000.00
Koler Construction Inc. (Toronto, ON)	\$ 7,100,000.00
Quad Pro Construction Inc. (Concord, ON)	\$ 7,273,000.00
Pre-Eng Contracting Ltd. (Concord, ON)	\$ 7,590,000.00
J.J. McGuire General Contractors Inc. (Oshawa, ON)	\$ 7,730,000.00
Garritano Brothers Ltd. (Oshawa, ON)	\$ 8,039,450.00
Mortlock Construction Inc. (Peterborough, ON)	\$ 8,770,000.00

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 if/as deemed necessary by Greenview, to further inform the tender reviews.

Of the seven (7) submitted tenders, the three (3) lowest-priced tenders were reviewed in detail. The aspects of the tender review in detail included, but were not necessarily 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 interviews with past project references (Owners, Consultants, etc.).
3. With each tender, a preliminary schedule was submitted. The scope and timing of the work was reviewed with respect to general coordination/sequencing, and compliance with the prescribed substantial performance date of September 30, 2023.
4. Subcontractors, subtrades, and suppliers proposed for the work, including unit rate schedules.
5. Bid security, surety/bonding, and conformance with contract insurance requirements.
6. Other elements deemed pertinent to the successful construction of the project.

The three (3) lowest-priced tenders were calculated to all be within a 7% spread (range) as compared to the lowest price. This would typically indicate a high-degree of understanding of the work by bidders, consistent with well-developed tender documentation and a well-managed tendering process.

The lowest price bid is generally within the preliminary budget range presented to the Township in Greenview's site selection study report dated June 16, 2021.

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 related to operating with the COVID-19 pandemic. It is our understanding that the bidders have duly accounted for the impacts of COVID-19 in their bids, and only unknown circumstances/conditions may affect construction pricing and/or timelines, as per current industry standards.

With due consideration of all findings of Greenview's tender reviews with the objective of identifying best value for the Township, Greenview recommends that the Township proceed with direction for a written notice of award to Gay Company Limited of Bowmanville, Ontario for their bid price of \$6,845,000.00, plus applicable taxes. Subject to other factors to be determined adjacent to the site, potential savings in alternatives could be realized with further review and negotiation between the Township and Gay Company Limited.

The tender irrevocability period is sixty (60) days from the tender closing date (to August 27, 2022) after which, bids may be considered 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 August 27, 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, 2023.

For construction budgeting purposes, Greenview recommends that the Township duly account for an additional five percent (5%) of the tender price for diligently dealing with any unknowns, contract changes, and other such

instances that may occur during the construction process. Also, as requested by the Township, Greenview has supplied a proposal for construction contract administration and/or OBC general review of construction, and this proposal should also be considered in moving forward with the project.

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.



July 19, 2022

BY ELECTRONIC MAIL ONLY

Township of Cavan Monaghan

988 County Road 10

Millbrook, Ontario

L0A 1G0

bbalfour@cavanmonaghan.net

Attention: Chief Bill Balfour
Fire Chief

**Re: Proposal for Professional Services for Construction
Construction of New Fire Station No. 1 (T-FD-22-01)
Township of Cavan Monaghan, County of Peterborough, Ontario
Proposal File: P22-0718**

Dear Chief:

Pursuant to the recent completion of the construction tendering process for the New Fire Station No. 1 project (T-FD-22-01) by the Township of Cavan Monaghan (Township), this proposal has been prepared in response to the Township's request for Greenview Environmental Management Limited (Greenview) to provide supporting consultant services for the pending construction phase, anticipated to commence in fall 2022, and carry into 2023.

Background & Approach

Since early 2021, Greenview has been supporting the Township to develop a strategy to construct the New Fire Station No. 1, adjacent to the municipal administration office site at 988 County Road 10 in Millbrook, Ontario. On June 28, 2022, the Township received tenders for the construction of the preferred solution, and we understand that municipal Council will be making a determination on how to proceed at a meeting in the near future.

In Greenview's original proposal to the Township on this project, our scope carried to the stage of completing project design, and through the construction tendering process. This submission addresses the next stages in professional services associated with the construction phase of the project, with the expectation that the Township will move forward with construction, based on Greenview's tender review and recommendation dated July 19, 2022 (separate cover).

This submission has been prepared to address two (2) primary aspects of moving forward with construction on the project:

- Construction contract administration, fulfilling the role of the *Consultant*, as per the CCDC 2 – 2020 contract template prescribed in the recent construction tendering process; and,
- General Review of Construction, in accordance with Division C, Article 1.2.2.1. of the Ontario Building Code (OBC, O.Reg. 332/12), as amended.

Proposed Scope of Services & Schedule

Based on our understanding of the Township's request and needs in moving forward with construction on this project, and the requirements of the tender (contract) documents, the following alternatives in scope of work have been prepared.

Alternative 1 – Construction Contract Administration (Only)

During the construction phase, provide contract administration services for the project, coordinating and facilitating the key aspects of construction on behalf of the Owner and Contractor, detailed as follows.

1. Perform the role of *Consultant*, as per the prescribed CCDC 2 - 2020, stipulated sum contract model.
2. Review of construction start-up submittals and required documentation. Provide professional services related to:
 1. Prepare and present a Notice of Award letter, review pre-contract administrative requirements to confirm eligibility prior to contract execution.
 2. Facilitate construction contract negotiations between the Owner and Contractor, to confirm the scope of work, construction schedule, and contract price.
 3. Upon completion of contract negotiations, prepare complete originals of construction contract documents, under the CCDC-2 2020 contract template.
 4. Facilitate a pre-construction and contract execution meeting, addressing any/all standard pre-construction requirements, and per the items above, ensure the proper execution of the agreement between the Township and the selected Contractor.
3. During the course of construction, facilitate bi-weekly construction progress meetings between the Township and the Contractor. Record and issue meeting minutes with action items and completion dates. Prepare and issue bi-weekly general site review reports for general construction progress (independent of OBC general reviews by Engineers).
4. Provide review and recommendation for contract changes in accordance with contract standards. Facilitate contract change orders (or directives) between Township and Contractor as per CCDC-2 agreement standards.
5. Manage and coordinate requirements for construction contract allowances, reviews, recommendations, and associated instruction.
6. Review Contractor applications for payment, and provide payment certification responsibilities.
7. Facilitate contract close-out processes, including formal review regarding Substantial Performance of the Work, contract deficiencies, warranty review, final close-out procedures and deliverables.

Alternative 2 – OBC General Review of Construction - All Disciplines (Only)

During the course of construction, as the *Designer* of the project, Greenview could fulfill the base requirements for OBC General Review (only), in accordance with OBC Section 1.2. Design and General Review. For this project, and consistent with the construction documents, the engineering disciplines of building design, structural, mechanical, electrical, and site servicing/civil engineering are proposed. In accordance with *Professional Engineers Act*, the services would include:

1. Attend, or delegate a competent person to attend, at the site periodically to observe the progress of construction. The number and frequency of visits differs between disciplines, and has been estimated based on Greenview's understanding of the project, and our recommendation.
2. Undertake, or supervise, the general review of shop drawings and samples submitted by the Contractor.

3. Report in writing to the Municipal Building Official, the Owner, and the Contractor on the general progress of the work and on any observed deficiencies and how they are being rectified after each site visit.
4. On completion of the general review, provide the Municipal Building Official and the Owner with a confirmation that the general review has been performed in accordance with the requirements of the *Professional Engineers Act*.

Alternative 3 – Construction Contract Administration & OBC General Review (Combined)

As is typical for this type and scale of project, the Designer would fulfill the role of Consultant for the project as construction contract administrator, and as the Designer, the engineering team would also carry forward with general review of construction as per OBC. In this combined service arrangement, there are clear efficiencies with site visits/reviews, reporting, quality assurance, and coordination/communication with all parties during the construction phase.

Although the Township has requested independent pricing for the three (3) alternatives presented above, Greenview strongly recommends that Alternative 3 is selected by the Township, to ensure that for this magnitude of a project, with its site and technical challenges, that the administration and review of construction is undertaken by Greenview's team, as experienced, qualified, and efficient team of professionals.

Greenview has based the term of service to be that the construction period would be approximately fifty-six (56) weeks in duration, commencing late August/early September 2022, and concluding at the prescribed substantial performance milestone of September 30, 2023. Seasonally impacted construction work, and contract close-out services could extend past the substantial performance date, if/as warranted.

Proposed Fees

Based on our understanding of the assignment, Greenview's estimated fees associated with the proposed scope of services above are presented below. Consistent with our base design agreement, disbursement costs for travel, meals, and other such expenses associated with providing this service to the project are excluded, and would be invoiced at unit rates.

Task	Estimated Fee
Alternative 1 – Construction Contract Administration (Only)	\$ 230,000
Alternative 2 – OBC General Review of Construction – All Disciplines (Only)	\$ 82,000
Alternative 3 - Construction Contract Administration & OBC General Review (Alternative 1 and 2, Combined)	\$ 289,000

In the event that additional fees are required based on unknown conditions, amendments to the scope of work currently anticipated, or additional work resulting from the base scope presented herein, Greenview and the Client would agree on how best to proceed with the additional work, with written approvals, accordingly. Unit rates for Greenview's services are as follows.

Role	Unit Rate
Project Director / Contract Administrator	\$ 185 / hour
Senior Project Engineer	\$ 185 / hour
Senior Technologist / Computer-Aided Designer (CAD) / Survey Leader	\$ 98 / hour
Administration	\$ 65 / hour

List of Assumptions

Greenview has assumed the following in the submission of this proposal, and the performance of the services.

1. Greenview's engineering and/or design services are independent of this proposal. Any outstanding engineering and design work would be performed independent of this proposal.
2. In the event of circumstances arise during the term of service that that result in additional effort pertaining to construction unknowns/discoveries, claims, delays, disputes, conflicts, adjudication, mediation, arbitration, or other like contract processes, Greenview would support the contract parties (Township and Contractor) in these matters on an additional, unit rate basis per the schedule provided, due to their unknown nature and timelines.
3. Greenview's services to its valued clients are governed by the attached Statement of Service Conditions and Limitations.

Greenview's professional services and associated fee estimate for this work are effective July 19, 2022 and will be honoured for thirty (30) days.

Closing

Greenview Environmental Management sincerely appreciates the opportunity to provide these services to the Township of Cavan Monaghan for the continuation of the overall project. Greenview trusts that the Township recognizes Greenview's experience and expertise in conducting this type of work, and our client-focused service to our clients provides a tremendous value to the Township for this project.

Please do not hesitate to contact the undersigned with any questions regarding this submission at 613-332-0057, or by email at tyler.peters@greenview-environmental.ca.

All respectfully submitted by,

Greenview Environmental Management Limited



Tyler H. Peters, P.Eng.
President / Project Director

Attachment

Statement of Service Conditions & Limitations

The following conditions and limitations shall form an integral part of any agreement between Greenview and the Client. In the event of duplication or conflict, the most stringent shall supercede the other.

Provision of Services and Payment

Upon documented acceptance of Greenview's proposed services and conditions in written form by the Client, Greenview may commence work on the proposed services directly.

Greenview's offers for services in the form of proposals, quotations, bids, tenders, or other like an offering to a Client are formulated upon available information at the time of the offer submission. In the event of discovery of unknown conditions, or any other unknown circumstance that may arise following the presentation of Greenview's offer to the Client, Greenview reserves the right to negotiate terms with the Client with respect to changes in scope, fees, disbursements, or the like as may be fair and reasonable considering the discovery.

Upon retention of Greenview's services related to any commission, the Client agrees to remit payment for the services rendered for the specified period within (30) days of the invoice date as invoiced by Greenview on a typical monthly basis, unless otherwise arranged between the Client and Greenview. In the event of non-payment by the Client, Greenview reserves the right, without external influence or expense, to discontinue services and retain any documentation, data, reports, or other project information until such time as payment is received by Greenview. Interest on any overdue accounts may be applied accordingly.

Warranty, Limitations, and Reliance

Greenview relies on background and historical information from the Client to determine the appropriate scope of services to meet the Client's objectives, in accordance with applicable legislation, guidelines, industry practices, and accepted methodologies.

Greenview provides its services under the specific terms and conditions of a specific proposal (and where necessary formal contract), in accordance with the above requirements and the *Limitations Act 2002*, as amended, only.

The hypotheses, results, conclusions, and recommendations presented in documentation authored by Greenview are founded on the information provided by the Client to Greenview in preparation for the work. Facts, conditions, and circumstances discovered by Greenview during the performance of the work requested by the Client are assumed by Greenview to be part of preparatory information provided by the Client as part of the proposal stage of the project. Greenview assumes that, until notified or discovered otherwise, that the information provided by, or obtained by Greenview from, the Client is factual, accurate, and represents a true depiction of the circumstances that exist related to the time of the work.

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Site Reviews and Assessments

A site assessment is created using data and information collected during the investigation of a site and based on conditions encountered at the time and particular locations at which fieldwork is conducted. The information, sample results and data collected represent the conditions only at the specific times at which and at those specific locations from which the information, samples and data were obtained and the information, sample results and data may vary at other locations and times. To the extent that Greenview's work or report considers any locations or times other than those from which information, sample results and data were specifically received, the work or report is based on a reasonable extrapolation from such information, sample results and data but the actual conditions encountered may vary from those based on extrapolations.

Only conditions, and substances, at the site and locations chosen for study by the Client are evaluated; no adjacent or other properties are evaluated unless specifically requested by the Client. Any physical or other aspects of the site that were not chosen for study by the Client, or any other matter not specifically addressed in a report prepared by Greenview, are beyond the scope of the work performed by Greenview and such matters have not been investigated or addressed.

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Debt Capacity (ARL), Debentures and Future Capital Projects

Debt Capacity based on Schedule 81 Net Revenues (2020FIR), as amended

Total Own Revenue \$13,523,619

Annual Repayment Limit (25%) less Net Debt charge \$2,874,803 ARL

	Term	Rates	Debt Capacity Limit
<i>Approximate municipal borrowing rates for illustration (2020 data)</i>	30	2.97%	\$ 55,703,192
	25	2.84%	\$ 50,185,817
	20	2.62%	\$ 43,635,609
	10	1.78%	\$ 25,724,241
	5	1.16%	\$ 13,675,078

Cavan Monaghan Debentures (\$8,242,769 combined)

By-law No. 2017-81 (\$2,407,995) 30 yrs, 3.33%	WWW	\$ 127,000	<i>per annum, exp. December 2047</i>
By-law No. 2017-82 (\$987,515) 30 yrs, 3.33%	WWW	\$ 53,000	<i>per annum, exp. December 2047</i>
By-law No. 2017-83 (\$4,847,259) 20 yrs, 3.15%	WWW (DC's)	\$ 327,000	<i>per annum, exp. December 2037</i>
	Annual Repayments	\$ 507,000	utilizes 18% of Cavan Monaghans ARL (\$2,874,803)

Future Debentures

Fire Station @ Municipal Office Site (\$6,367,578 estimated) 20 yrs, 2.62%	TWP & DC's	\$ 409,100	\$203,300 TWP (2.00% Tax Levy increase) + \$205,800 DC's
Public Works Operations Centre (\$2,996,232) 20 yrs, 2.62%	TWP & DC's	\$ 159,500	\$72,200 TWP (0.71% Tax Levy increase) + \$87,300 DC's
Parks & PW Building (\$872,104) 20 yrs, 2.62%	TWP & DC's	\$ 56,000	\$24,640 TWP (0.25% Tax Levy increase) + \$31,360 DC's
	Annual Repayments (TBD)	\$ 624,600	<i>estimated 22% of Cavan Monaghans ARL (\$2,874,803)</i>
Total Annual Repayments	\$	1,131,600	may utilize 40% of Cavan Monaghans ARL (\$2,874,803)

	Water & Wastewater Expansion	Community Center	T-FD-22-01 Fire Station 988 County Rd 10 (Fire 2022-02)	T-PW-22-03 Public Works Op. Centre (N) (PW 2022-12)	T-PW-21-05 Parks & PW Building (PW 2022-04)	TOTAL
Principal Debenture (TWP)	\$ 3,395,510	\$ -	\$ 3,163,102	\$ 1,636,232	\$ 383,726	\$ 8,578,570
Principal Debenture (DC's)	\$ 4,847,259	\$ -	\$ 3,204,476	\$ 1,360,000	\$ 488,378	\$ 9,900,113
Debentures	\$ 8,242,769	\$ -	\$ 6,367,578	\$ 2,996,232	\$ 872,104	\$ 18,478,683
Grant Funding	\$ 14,510,508	\$ 511,608	\$ -	\$ -	\$ -	\$ 15,022,116
Property Tax Contribution (Twp Debenture)	\$ 3,395,510		\$ 3,163,102	\$ 1,636,232	\$ 383,726	\$ 8,578,570
Development Charges (DC Debenture)	\$ 4,847,259	\$ 3,887,100	\$ 3,204,476	\$ 1,360,000	\$ 488,378	\$ 13,787,213
WWW Capital Funds/Reserve	\$ 1,480,258		n/a	n/a	n/a	\$ 1,480,258
Reserve Transfer (Asset Replacement Reserve)	\$ -	\$ 4,692,900	\$ 7,357	\$ 22,682	\$ -	\$ 4,722,939
Reserve Transfer (Phase In Levy Reserve)		\$ 2,180,000	n/a	n/a	n/a	\$ 2,180,000
Reserve Transfer (OLG Revenues)	\$ -	\$ 1,888,392	n/a	\$ 511,608	n/a	\$ 2,400,000
Reserve Transfer (Fire Hall Reserve \$1.6M)		\$ 3,240,000	\$ 1,604,575	n/a	n/a	\$ 4,844,575
Sponsorship & Fundraising	\$ -	\$ 1,000,000	n/a	n/a	n/a	\$ 1,000,000
Capital Project Costs	\$ 24,233,535	\$ 17,400,000	\$ 7,979,510	\$ 3,530,522	\$ 872,104	\$ 54,015,671

