



Meeting Date: October 16, 2024

Prepared By: Scott Mairs, Director of Community Services

Submitted by: Scott Mairs, Director of Community Services

Report No: CMS-09-2024

Subject: Municipal Office Renovation – Budget Amendment No. 2

Recommendation:

THAT Report CMS-09-2024, re: Municipal Office Renovation Budget Amendment No. 2 be received;

AND THAT the Municipal Office Renovation/Construction budget be amended to add the additional capital costs required to renovate the existing community centre washrooms and the supply/install of a new wall partition in the community hall/meeting room in the amount of \$156,583.12.

Purpose:

To seek Council approval to amend the Municipal Office Renovation/Construction budget to add the additional capital costs required to renovate the existing community centre washrooms and the supply/install of a new wall partition in the community hall/meeting room in the amount of \$156,583.12.

Background:

The existing community centre washrooms and partition were not included in the original scope of the municipal office renovation project. Recognizing that there will be many trades such as painters, electricians, carpet/tile layers etc. on-site completing work, staff are of the opinion that it is advantageous to amend the budget to include the additional works noted below.

Analysis:

There are two proposed changes being requested that are for the community side of the building – one is for a new partition wall and the other is for new washrooms. A breakdown of each is highlighted as followed:

Partition:

Appendix 1 highlights the details of the Proposed Change Order along with information on the selected partition wall.

Renovations to Existing Washrooms:

Appendix 2 highlights the details of the Proposed Change Order.

Moving forward with Municipal Office Renovations

The Municipal Office project is progressing and the anticipated timeline for completion is March 2025.

To date, there have been a number of minor change-orders and the more substantial change orders have been:

- Soils Remediation (approved in December 2023)
- Renovation to the back-office area (approved in February 2024)
- Renovation to the community centre meeting room (approved in February 2024)
- New partition wall and community washrooms (Report CMS-09-2024)

Financial Implications:

The cost of the two Proposed Change Notices is listed below.

PCN #037 – Community Centre Partition:	\$62,205.92 + HST
PCN #042 - Renovations to Existing Washrooms:	\$94,377.20 + HST
Total Budget Amendment No. 2:	\$156,583.12 + HST

The original approved construction contract price was \$5,266,862.54. At the time of drafting this report, there has been a total of thirty-eight Change Orders that equate to \$348,868.11 in changes to the original contract for a total of \$5,615,730.65.

With the addition of the above Proposed Change Orders, the revised construction contract price would be \$5,772,313.77. This is a utilization of 9.60% of the projects contingency allowance.

Strategic Plan:

This matter aligns with following strategic priorities:

- Sustainable Infrastructure and Services
- Responsive Municipal Government

Attachments:

A1 – Partition

A2 – Existing Washrooms