



Task Force Agenda

Grey County Building Task Force – Administration Building

Thursday, November 22, 2018, 3:00 p.m. (approx.)

Heritage Room

1. Call to Order

2. Declaration of Pecuniary Interest

3. Minutes of Meetings

Minutes of the July 26, 2018 meeting

[July 26 2018 minutes](#)

4. Report

HDR-BTF-21-18 Administration Addition and Renovation Summary Report

1. That Report HDR-BTF-21-18 regarding the Administration Addition and Renovation Summary Report be received for information; and
2. That the draft borrowing by-law attached to Report HDR-BTF-21-18 be brought forward for Council's consideration; and
3. That the Building Task Force Committee now be dissolved.

5. Other Business

6. Next Meeting Date

7. Adjournment

To:	Warden Halliday and Members of the Building Task Force
Committee Date:	November 22, 2018
Subject / Report No:	HDR-BTF-21-18
Title:	Administration Addition and Renovation Summary Report
Prepared by:	Kevin Wepler, Director of Corporate Services Anne Marie Shaw, Director of Housing
Reviewed by:	
Lower Tier(s) Affected:	
Status:	

Recommendation

1. That Report HDR-BTF-21-18 regarding the Administration Addition and Renovation Summary Report be received for information; and
2. That the draft borrowing by-law attached to Report HDR-BTF-21-18 be forwarded brought forward for Council's consideration; and
3. That the Building Task Force Committee now be dissolved.

Executive Summary

On July 26, 2016, a groundbreaking ceremony kicked off construction for the addition and renovation of the Administration Building. Substantial completion of the project was achieved on July 17, 2018.

Staff remained on site during the renovation so a generous timeline for the completion of the build of two to two and a half years was projected. The total cost of the project, including construction and architectural fees, came in on budget with a small under-expenditure of \$8,152.

Administration Building – Addition and Renovation

On April 7, 2015 Grey County Council directed the Ventin Group Ltd. to proceed with construction drawings for an addition and renovation of the existing Administration Building. Council approved the construction drawings on February 2, 2016, and staff proceeded with a public tender for the project.

On June 7th Devlan Construction was awarded the project, the contract price was \$10,893,000, excluding H.S.T. The total project cost, including architect fees, site work, and client fees was budgeted at a total cost of \$12,123,278. The project was approved for self-financing. On July 26, 2016 a ground breaking ceremony was held to officially kick off construction.

Staff remained in the building during the renovation so a generous time period of two to two and a half years was the estimated time for the completion for the project. The project received partial occupancy on November 2, 2017 and staff moved into the new addition in phases to allow for the renovation to proceed. Substantial completion was received July 17, 2018

Of the original contract price, there is only \$3,400 in remaining items, which includes \$1,400 for the repair of a patch of asphalt in the main back parking lot, \$1,000 in landscaping and \$1,000 in mechanical work. There is also a \$240,000 Warranty Holdback still being retained.

The cost of the project including construction and architectural fees came in on budget with a small under-expenditure of \$8,152.

Total Approved Project Cost based on RFT-FIN-01-16

Service	2015	2016	2017	2018	2018 Outstanding	Total
Approved Project Cost Report FR-CC-18-16						\$12,123,278
Project Costs						
Professional & Consulting Fees						
The Ventin Group Ltd. Architects	\$524,958	\$346,946	\$125,599	\$11,123	(\$23,975)	\$984,651
Addition and Alterations						
Devlan Construction Ltd.		\$2,078,037	\$7,764,678	\$859,116	\$247,684	\$10,949,515
Site Work & Client Fees	\$9,408	\$125,962	\$45,590			\$180,960
Total Project Costs	\$534,366	\$2,550,946	\$7,935,867	\$870,239	\$223,709	\$12,115,126
Project – Under/(Over)-Expenditure						\$8,152

Demolition of Former POA Building

On September 13, 2018, Council approved the recommendation to demolish the former POA Building.

All utilities will be disconnected by November 9, 2018 and staff will then apply for a demolition permit from the City of Owen Sound. The cost of the demolition permit is \$1,230. The quote from Harold Sutherland Construction (HSC) for the demolition is \$17,000, plus HST, plus additional tipping fees. The quote is based on the work being completed in five days.

Any concrete, brick or steel that HSC can dispose of at any one of its sites is included. Any other tipping or disposal fees (if necessary) will be in addition to the quoted price. The lot will be prepared as a granular base ready for asphalt. The cost of the demolition will be under the \$50,000 in reserve funding approved for this work. Demolition will be completed this year.

Disconnection of Utilities	\$3,000-\$4,000
Permit	\$1,230
Demolition	\$17,000 plus tipping fees as necessary

Legal and Legislated Requirements

None

Financial and Resource Implications

An approved project cost of \$12,123,278 for the addition and renovations to the County's Administration building was approved by Council on June 7, 2016.

The project has now been substantially completed with only \$3,400 remaining in outstanding items, along with \$240,000 in warranty holdback being retained.

The building project is now considered completed with a small under-expenditure of \$8,152.

The projected cost of this project of \$12,123,278 was estimated to require \$8,557,938 to be financed. Attached to this report is a by-law to authorize the borrowing upon reserve funds for this building project.

Based on the allocation of reserves that was established for this project, and on the total cost of this project equaling \$12,115,126, a total of \$8,173,640 is required in borrowing for this project. Borrowing payments commenced in 2017 and at the end of 2018 a total principal balance of \$7,226,733 is remaining and this debt will mature at the end of the year 2031.

Relevant Consultation

Internal: CAO, Housing and Finance Staff

External:

Appendices and Attachments

[By-law XXXX-XX Borrowing for Expansion and Renovations of Administration Building](#)