

MEMORANDUM

To:	Kim Wingrove, CAO, Grey County	Doc Ref:	Doc. # P0103-969784674-89 (1.0)
From:	Andrew Rodrigues, Sr. Project Manager	Date:	June 7, 2022
Project:	Grey County LTC Redevelopment – Rockwood Terrace		
Subject:	RT LTC Redevelopment – DCO 1 – Memo to Client		

In March 2022, Grey County approved and provided direction to the project team to proceed with Option 2 for its Campus of Care, which is defined as the development of a new Long Term Care (LTC) Home, an Assisted Living Facility and a Village Square along with associated horizontal infrastructure. A total Project Budget of \$108,498,050 was approved for this option, based on a Class D cost estimate.

Following this approval, Colliers requested a Fixed Fee proposal from Kasian Architecture Inc. for the provision of design services for the Assisted Living (AL) and Village Square (VS) components of Grey County’s Campus of Care including the extension of South Street and Rock Street.

A Fixed Fee of \$1,675,190 + HST was submitted by Kasian consisting of Kasians’ Architect quotation (\$1,540,300 + HST) plus EXP’s proposals for Civil additional scope, traffic analysis and conceptual roadway design (\$105,560 + \$29,330 + HST).

Kasian’s original fee, expressed as a percentage of the original construction budget, is 5.5%. By comparison, the amended fee (original fee + change order) would represent 4.5% of the revised construction budget. The fee is within the budgeted amount of \$1,750,000 for Prime Consulting Services associated with the Assisted Living and Village Square components. On this basis, Colliers recommends proceeding with the execution of the Change Order.

It is proposed that Prime Consulting services would remain under a single contract with Grey County. This would be achieved via amendment of the existing contract through a Design Change Order (DCO) versus a separate contract. Invoicing would be separate for the LTC and other components in order to facilitate cost submissions Ministry of Long Term Care (MLTC). The same approach would apply for construction, where a single contract would be awarded and the General Contractor would provide a cost breakdown for the LTC component to facilitate cost submissions to the MLTC.

In order to accommodate additional design activities, it is expected that the tender date will be impacted by four (4) months. The construction schedule is also anticipated to be extended by approximately six (6) months due to the increased scope and also the preference expressed by Grey County to fully complete the construction prior to a First Resident Date as opposed to phased occupancy to allow for an earlier First Resident Date. This would increase the contract end date by ten (10) months, and revise the contract areas as follows: *Commencement of Construction (A7.1)* would be revised to 05-November-2023 and *Substantial Performance of the Work (A7.2)* would be revised to 07-March-2026.

There are a series of exclusions & assumptions that have been listed under Kasian’s proposal. These will be monitored by the project team and will be brought to Grey County’s attention should additional services be required that are not captured under the fixed fee proposal.

- Village Square: Kasian's proposal includes base building design (shelled space) for tenant spaces, and full design for common/shared public elements such as entrances, public and back-of-house corridors, fire and life safety systems, vertical circulation, public washrooms, and a modest office suite. Mechanical, electrical and IT base building systems will be designed and ready for tenants to connect to; common/public shared spaces will be user-ready.
- Access Road Design (EXP): The project team will evaluate opportunities to reduce the effort and fee associated with the traffic analysis (\$9.6K). Requirements with the Municipality and other authorities having jurisdiction will be further investigated and may require additional services for landscaping, streetlighting and illumination and mechanical and electrical design. EXP disbursements during the Contract Administration (CA) phase of the project have also been excluded and will be adjusted based on the actual construction duration of the access road extensions in relation to the schedule for exterior site development activities. This will enable the project team to take advantage of potential cost savings from concurrent site visits / inspections for both the access road and site development.

As immediate next steps, following direction from Grey County, the project team will circulate the Design Change Order for execution by all parties and will initiate design activities associated with the Assisted Living and Village Square Component.

Should you require additional information, please do not hesitate to contact me.

Sincerely,

A handwritten signature in black ink, appearing to read "Andrew Rodrigues".

Andrew Rodrigues B.Eng., MHA, PMP
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Attachments

RT LTC Redevelopment – Design Change Order 1