
The Corporation of the Town of Bradford West Gwillimbury

Date: Wednesday, October 21, 2009

Meeting: Special Meeting of Council – 2009/71

Location: St. Mary's Hall, 31 Frederick Street, Bradford, ON

Time: 3:00 p.m.

Members Present: Mayor Doug White
Deputy Mayor Dennis Roughley
Councillor Del Crake
Councillor John McCallum
Councillor Jeanny Salmon
Councillor Ron Simpson

Members Absent: Councillor Mark Contois, with regrets
Councillor Peter Dykie, with regrets
Councillor James Leduc, with regrets

Staff Present: Jay Currier, Town Manager
Nathalie Carrier, Deputy Treasurer
Liz Fenwick, CEO, Library
Karen Gill, Administrative Assistant
Tom Graham, Director of Leisure Services
Marie Kavanagh, Manager of Procurement
Lorrie Kelly, Committee Coordinator
Geoff McKnight, Director of Planning & Development Services
Mike O'Hare, Manager of Facilities, Parks & Cemeteries
Tara Reynolds, Deputy Clerk
Nick Warman, Manager of Recreation

Others: Joseph Bogdan Andy Gordon
Ken McAlpine Gary Stanhope
Gerry Pilon Miriam King

With Mayor White in the Chair –

(a) OPENING

2009/71-001

Moved by: J. Salmon

Seconded by: D. Crake

"That this special meeting of Council come to order at 3:00 p.m. to discuss municipal facilities matters."

CARRIED.

2009/71-002

Moved by: J. Salmon

Seconded by: D. Crake

"That Council suspend the rules of procedure under Section 28 of the Procedural By-law 2007-143, as amended, Section 4 (Presiding Officer) to authorize and appoint Councillor Ron Simpson as the Chair for this meeting."

CARRIED.

With Councillor Simpson in the Chair –

(b) DECLARATIONS OF PECUNIARY INTEREST & DISCLOSURE OF INTEREST

Chair Simpson reminded the Members of Council of the Municipal Conflict of Interest legislation and requirements thereunder for disclosure. There were no declarations of conflict of interest made at this time or throughout the meeting.

(c) MINUTES OF THE PREVIOUS MEETINGS

The minutes of the following meetings:

Special Meeting 2009/63 September 23, 2009

Adopted at the October 6, 2009 Council meeting.

(d) REPORTS OF MUNICIPAL OFFICERS**1. Leisure Centre Project Update
Salter Pilon + Lett Architects, MHPM Project Managers**

Gerry Pilon of Salter Pilon + Lett Architects was in attendance to provide a status update on the Leisure Centre project to the Members of Council as follows:

Package 1 Site Work

- The site work continues.
- Completion of the Library portion of the site was originally scheduled for completion by the end of September / early October.
- Contractor has run into some compaction difficulties on the Library site and remedial work was necessary.
- PCL has now mobilized on the Library site.
- Library site delays have not impacted overall schedule.
- The targeted completion date of December 2009 remains on schedule.
- Will allow for completion of as built information for inclusion in Tender Package 2.

Package 2 Progress

- Work is progressing well with contract documentation; they are currently 75% complete.
- Our project team continues to work closely with the Library team coordinating site logistics, scheduling and joint servicing requirements.
- A meeting with the Town's Accessibility Advisory Committee has been scheduled to review the building and site development for accessibility compliance.
- Ongoing negotiations with vendors regarding main technical design issues – preferred arena refrigeration systems and preferred pool system.
- Received a proposal from NCAquatics for the preferred pool system for the project.
- Negotiations are ongoing to finalize preferred arena refrigeration system.

Document Completion

- Schedule for document completion remains on target with the following milestone dates:
November 27, 2009 – 90% submission to Building Department
December 19-23, 2009 – drawings printed for tender
January 6, 2010 – tender packages released
February 10, 2010 – tenders close
- Construction start date of March 1, 2010 remains on schedule.

Budget Summary Update

- Balance of detail design for document completion should remain on budget.
- No escalation is projected to February 2010.
- The target budget of \$45 million remains achievable.

Gary Stanhope of MHPM Project Managers was in attendance to provide an update on site activities, tender documents, procurement and LEED strategy as follows:

Site Activities

- John Bravakis Enterprises Ltd. on site.
- There have been no change orders to date.
- No issues with soil analysis.
- Potential early completion in December.
- Site services to start in south end of site in December.

Tender Documents

- Council decision on selection of the myrtha pool system.
- Ice plant procurement in November.
- Building permit pre-application review and application in January.

Procurement

- Issue the pre-qualification document for general contractors – will report on bidders at next meeting.
- Procure a contractor for security, audio and information technology.
- Procure a consultant for design for exterior/interior signage.

LEED Strategy

- Targeting 36-38 credits – 33 are needed for silver.
- Confirmation of credits to pursue in November with Enermodal, the energy consultant.
- Advise Town of anticipated energy efficiency program and annual operating costs.
- Canada Green Building Council application was completed in September.

2009/71-003

Moved by: D. Crane

Seconded by: J. Salmon

"That Council receive the presentation of Gerry Pilon of Salter Pilon + Lett Architects and Gary Stanhope of MHPM Project Managers regarding the Leisure Centre Project Update for information."

CARRIED.

2. REPORT OF THE DIRECTOR OF LEISURE SERVICES

Technical Design Report- Pool Structural/Mechanical Systems

2009/71-004

Moved by: D. Crane

Seconded by: J. Salmon

"That Report LS-2009-12, dated October 21, 2009 entitled "Technical Design Report-Pool Structural/Mechanical Systems" be received;

That, as recommended by the Project Steering Committee and MHPM Project Managers, and as per Section 11.1 of the Town purchasing by-law (Sole Sourcing), the proposal from NCAquatics for the supply and installation of the Myrtha Pool System for the Leisure Centre at a cost of \$1.743M plus GST, be accepted and assigned to the General Contractor, once retained."

CARRIED.

3. **Library and Cultural Centre Project Update** **Joseph Bogdan and Associates Inc., MHPM Project Managers**

Andy Gordon of MHPM Project Managers was in attendance to provide an update on the Library and Cultural Centre to the Members of Council as follows:

Cost Control

- The forecast to completion remains \$16,175,000.
- The Construction Manager and Cost Consultant continue to prepare estimate forecasts to further develop construction drawings consistent with the construction budget.
- Site Grading tender package closed, five proponents responded, Pave-All was awarded the contract for \$320,100.
- Detailed Excavation and Grading tender package closed, three proponents responded, American Construction was awarded the contract for \$294,735.
- Elevator, Waterproofing, Rebar Steel, Concrete Supply, Form Place and Finish Contract tender bid packages have closed and are currently under review.

Milestones

- Building Structure Design completed.
- Mechanical and Electrical Design Development proceeding on schedule.
- Building Envelope Design Development proceeding on schedule.
- Partial Building Permit issued on October 6, 2009 on schedule.
- Pre-grading contract completed on the Library site.
- PCL Constructors are now on site.
- Site surveying has commenced.

LEED Certification

- Library Project registered with Canada Green Building Council on October 6, 2009.
- Currently pursuing 36 points; with an additional 8 points under review. To achieve LEED Silver certification, 33 points are required.
- The Design Team, together with BWG are reviewing design options that maximize value to the Town without impacting the targeted LEED Silver certification.

Procurement – Sub Trade Contracts

- Seven tender packages have been bid.
- Two tender bid packages have been awarded.
- An Expression of Interest seeking additional Mechanical, Electrical and Finishing proponents is underway.
- Alternative material and equipment options are being exercised that should offer BWG added value and budget certainty.
- The Integrated Project Team is currently conducting a full review of the Library design to maximize value on behalf of the BWG to maintain budget.

Civic Centre Development

- Ongoing coordination meetings with the Library and Leisure Centre project teams continue to be held.
- A compliance survey to record post site excavation and pre-grading levels has been undertaken.
- Coordination of construction activities between the Leisure Centre and Library projects are being developed that meet traffic, health, safety and environmental regulations.

Look Ahead – Pending Trade Contract Awards

- Form, Place, Finish Tender Package 301 closed, recommendations being prepared for review and award.
- Concrete Reinforcement Tender Package 302 closed, recommendations being prepared for review and award.
- Concrete Supply Tender Package 303 closed, recommendations being prepared for review and award.

- Waterproofing Tender Package 701 closed, recommendations being prepared for review and award.
- Elevator Tender Package 1401 closed, recommendations being prepared for review and award.
- Building foundation construction scheduled to commence October 26, 2009.
- Structural and Miscellaneous Steel Tender Package 0501 scheduled to close November 10, 2009.
- Mechanical and Electrical Tender Package 1501 and 1601 scheduled to close November 30, 2009.

Joseph Bogdan of Joseph Bogdan Associates Ltd. was in attendance to provide a Design and Construction Budget update on the Library and Cultural Centre to the Members of Council as follows:

Design Update

- Total area remains unchanged at 42,225 sq.ft.
- Design development of interior elements ongoing.
- Contract documents for first tender packages completed.
- Contract documents ongoing for building exterior envelope and base building.
- Contract documents ongoing for mechanical and electrical systems, and landscape design.

Design Schedules

- September 2: site / servicing and structure permit application now received.
- September 8: document packages for tendering of these elements submitted.
- Tendering of packages completed and tender awards commencing.
- Revised interior layouts for collection, seating and offices submitted for comment to Library.
- Mid-October pricing update received.
- Construction is now underway.
- Interior materials selection ongoing, to be presented to Library.
- Data, audio visual and security systems design ongoing.
- Early November permit submission for full building permit.
- Early-mid November: document packages for tendering of building envelope, interior walls, doors and mechanical and electrical systems.
- December: completion of major finishes, audio video and security packages, and landscaping.
- December: completion of tendering process for above packages.
- January to mid-February: finalization of material colours and selections, development of furnishings and fittings packages for tender.

Construction Budget Update

- October 12th cost consultants' estimate of \$13.9 million greater than original grant application budget of \$12.67 million – despite area reductions instituted.
- Project team has worked to identify a series of cost savings measures – approximately \$1 million of savings is being targeted.
- These cost saving measures reviewed by all members of the project team and implementation is underway.
- Character of building is retained – savings selected for minimal impact.
- Savings include reducing extent of certain materials, revisions to some elements and deletion of some non-essential elements.
- Costs will continue to be monitored closely.

2009/71-005

Moved by: J. McCallum

Seconded by: J. Salmon

"That Council receive the presentation of Joseph Bogdan of Joseph Bogdan and Associates Inc. and Andy Gordon of MHPM Project Managers regarding the Library and Cultural Centre project design, schedule and cost estimate for information."

CARRIED.

**4. REPORT OF THE DIRECTOR OF LEISURE SERVICES
Architectural Services Contract - Library/Cultural Centre**

2009/71-006

Moved by: D. Crake

Seconded by: J. McCallum

"That Report LS-2009-13, dated October 21, 2009, entitled "Architectural Services Contract- Library/Cultural Centre" be received;

That the firm Joseph Bogdan & Associates be retained to provide architectural services for the Library/Cultural Centre;

That the Mayor and Clerk be authorized to execute the appropriate documents to give effect to the agreement for architectural services."

CARRIED.

**5. REPORT OF THE DIRECTOR OF LEISURE SERVICES
Sports Dome Letter of Understanding**

2009/71-007

Moved by: J. McCallum

Seconded by: J. Salmon

"That Report No. LS-2009-11 dated October 16, 2009, entitled, "Sports Dome Letter of Understanding" be received;

That the Sports Dome Letter of Understanding be endorsed;

And that Leisure Services staff are authorized to develop a draft formal agreement between the Town of Bradford West Gwillimbury and Indoor Sports Facilities Inc., and report back to Council at a later date."

CARRIED.

(g) NEXT MEETING

The next Special Meeting of Council to discuss municipal facilities is scheduled at the call of the Chair.

(h) ADJOURNMENT

2009/71-008

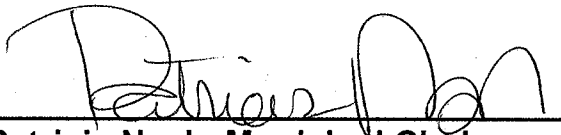
Moved by: J. McCallum

Seconded by: J. Salmon

"That this special meeting of Council being held to discuss municipal facilities matters close at 4:15 p.m."

CARRIED.

CONFIRMED IN OPEN SESSION THIS 10th DAY OF NOVEMBER, 2009.



Patricia Nash, Municipal Clerk



Doug White, Mayor