



Memorandum

To: Mayor Gibson & Members of Council
From: W. Kolasa, Chief Administrative Officer
Date: October 26, 2021
Re: Township of Wainfleet Central Fire Station Project

Further to the direction arising from Council's deliberations at its special meeting on Tuesday, October 19, 2021; staff have, in cooperation with Raimondo & Associates Architects Inc., commenced research into a number of the discussion points included in the report summarizing the value engineering assessment of the fire hall project undertaken in accordance with direction provided by Council at its meeting of September 14, 2021:

Resolution No. C-2021-206

Moved by Councillor MacLellan

Seconded by Councillor Gilmore

“THAT Councillor MacLellan and Councillor Van Vliet meet with staff at Raimondo & Associates independent of the Township's Project Planning Team to undertake a value engineering assessment of the fire hall project and provide a report to Council at the next available meeting.”

CARRIED

Although investigations have been initiated, including contact with a variety of external agencies to secure the information requested by Council; staff were not able to complete assembly of the information in the limited time available since the Council meeting.

The attached table entitled “Township of Wainfleet Central Fire Station Project – Annotated Discussion Items” (Appendix A) attempts to capture the scope of Council's discussions and identify items currently being researched to secure further direction from Council. While every effort will be made to provide a verbal status update at the October 26, 2021, regular meeting of Council, staff anticipate that information being sought by Council related to the Fire Cistern (Item 7), Heating Systems (Item 11) and Bunker Gear Extractor (Item 17) may require more time to assemble due to the technical nature of the investigations expected.

It would be the intent of staff to return this requested information to Council for direction regarding inclusion in a final tender/bid package. Staff have also been advised that should Council direct any substantive changes to the originally-drafted tender/bid package, it could require at least 4 weeks for the consultant team to prepare necessary revisions. Fees would be incurred in accordance with the fee schedule detailed [Central Station Value Engineering Report](#) presented on October 19, 2021.

The original tender/bid package was appended to [Report FSR-011/2021](#) which was considered by Council (originally at a Special Meeting on September 2, 2021, then deferred to September 14, 2021, and then deferred to the next available meeting).

During Council's deliberations on October 26, 2021, staff recognized the clear desire of Council to strictly control project costs and seek efficiencies in all aspects of the project moving forward. To that

end, staff would remind that primary cost control opportunities exist during the project tendering and subsequent construction phases of the project.

Council's deliberations to date have identified opportunities to pursue alternative pricing proposals for various project elements during the tendering phase, which could be quickly and easily incorporated into a final tender bid package.

Staff would note that there will also be a real opportunity to control project costs through a strong project/construction management effort during the construction phase. To date, it has been anticipated that this task would be a joint effort between our Architects (Raimondo & Associates Architects Inc.) and Township Staff who would perform a variety of functions during the construction phase including:

- carrying out general reviews of construction work at appropriate intervals to ensure conformity with contract documents and plans,
- conducting on-site review and providing input at construction site meetings;
- keeping the Township informed of the progress and quality of work;
- evaluating progress payment requests;
- reporting and ensuring correction of defects or deficiencies;
- preparing progress reports and updates.

As noted above, while it has been anticipated that such tasks would be jointly administered between Township staff and our Architectural team (based on a Project Charter that was presented to Council in [Report FSR-012/2020](#), although never formally adopted by Council); there may be opportunity for the Township to consider dedicating a specific project/construction management resource to this project to provide the added project and fiscal oversight that Council is seeking to secure.

Should Council consider this to be a potential opportunity, it would be important for Council to clearly identify its expectations of such a resource to ensure that there are explicitly delineated roles and responsibilities for all participants in the project (including our existing external project team, internal staff project team, Members of Council and the proposed project/construction management resource). The development of such a framework could be undertaken concurrently with any construction tender/bid effort.

Attachments

- Attachment A - Township of Wainfleet Central Fire Station Project – Annotated Discussion Items

Township of Wainfleet Central Fire Station Project
Annotated Discussion Items

#	Change Description	Reduction/ Addition	Notes
1	Barn Removal	(-) \$145,582.00	Approved by Resolution No. C-2021-205, September 14, 2021
2	Contingency Not to disclose	N/A	Retain in budget to be administrated by the Township
3	Cash allowances not to disclose	N/A	Retain in budget to be administrated by the Township
4	Oil Separator Spill Pad	(+) \$6,000.00	
5	Fire Cistern Overflow	(+) \$3,000.00	
6	Cistern Suppliers Added	N/A	Creates competitive bidding
7	Fire Cistern	Further Investigation to be conducted	Cast in Place (CIP) vs. Pre-cast vs. Pond Provide background with a recommendation, include cost comparisons and dialogue with suppliers and alternative explored with pond capabilities. Provide engineers recommendations on why a pond or expanded pond may not provide the capacities needed and associated costs to make the improvements and risks, freeze up, shortage of water, liability with a deep pond have them make a recommendation and have council decide on a direction.
8	Generator Tray to contain any spills	(+) \$2,000.00	
9	Key FOB System	Final cost estimates to be calculated	Discussion to remove FOB System from all interior doors except door between administrative and apparatus areas. Retain FOB System for all exterior doors.
10	Structure	N/A	No changes or alternatives discussed
11	Heating systems	Further Investigation to be conducted	Combine items 11, 12, 14 & 15 - Radiant Heat, wall mounted heat pumps and boiler items. Have engineer provide a more thorough report that would assess cost differences, energy efficiency and life cycle costs, and operating costs. Return to Council for direction.

12	See 11	N/A	N/A
13	UV Water Filter	Final cost estimates to be calculated	Provide on potable water only using a residential type system for kitchenette and washroom lavatories and eye wash deluge. 2 systems similar to Culligan Water at \$1200.00 per installed Extra of \$2400.00
14	See 11	N/A	N/A
15	See 11	N/A	N/A
16	Hose Bibs	(-) \$1,000.00	Eliminate 2 exterior hose bibs
17	Bunker Gear Extractor	Further Investigation to be conducted	Laundry extraction Tank vs. 3 rd party washing vs. Septic System and relying on safe bio-degradable detergent. Assess impacts on septic field, consult with external experts and insurance companies to assess risk. Following the conversation, review the following: 1. Cost of adding a tank, equipment and pumps, capacities of tanks, cost to pump and dispose of fluids. 2. Cost associated with third party washing, and buying 2 nd bunker gear apparel, installation costs. 3. Research what other stations and municipalities have done on septic. 4. Obtain certification letters from detergent suppliers. Assess capital costs, long term costs (maintenance and service) and risks, if any.
18	Washroom fixtures Electronics	(-) \$16,500.00	Keep controls only in Barrier Free washroom
19	Lighting Sensors	(-) \$4,000.00	5. Consider motion sensors in limited spaces (ex. washrooms only and storage spaces).
20	See 19	N/A	N/A