

HALIFAX

P.O. Box 1749
Halifax, Nova Scotia
B3J 3A5 Canada

Item No. 15.1.1
Halifax Regional Council
March 22, 2022

TO: Mayor Savage and Members of Halifax Regional Council

SUBMITTED BY:

Original Signed by 

Jacques Dubé, Chief Administrative Officer

DATE: February 18, 2022

SUBJECT: **Increase to Contract – PO 2070834773 for Consulting Services for the Dartmouth North Library and Keshen Goodman Library Interior Renovation**

ORIGIN

This report originates from a need to increase the contract beyond 20% or \$20,000 of its original value.

LEGISLATIVE AUTHORITY

The Municipality may spend money for municipal purposes in accordance with section 79A of the HRM Charter. The recommended contract award complies with all of the pre-requisites for awarding contracts as set out in section 26 of Administrative Order 2020-004-ADM, the *Procurement Administrative Order*.

In accordance with Administrative Order 2020-004-ADM, The Procurement Administrative Order, Appendix B, Contract Amendment Guidelines, Council can approve cumulative contract amendments of any amount; Director is limited to 15% or \$15,000; Chief Administrative Officer is limited (a) \$20,000 or (b) a 20% increase to the originally approved, contract amount, whichever is greater.

RECOMMENDATION

It is recommended that Halifax Regional Council approve an increase to the contract with Fathom Studio (PO # 2070834773) in the amount of \$49,427 (net HST included) with funding from Project No. CB190010 Keshen Goodman Library Renovations as outlined in the Financial implications section of this report.

BACKGROUND

Proposal No. 19-188 was awarded to Fathom Studio Inc. to provide consultant services for improvements to the Dartmouth North and Keshen Goodman Library branches at a cost of \$245,208 (net HST included). The consultant fees for both library renovation projects are included in PO 2070834773.

Keshen Goodman Public Library

The Keshen Goodman Public Library is a lively, bustling centre of activity in the Clayton Park area that welcomes over 425,000 visitors a year. The overarching goal of this project is to create a more effective, energy efficient, and accessible library design to serve the needs of this growing community. The Keshen Goodman library renovation is now in construction documentation phase. Fathom Studio Inc. had determined during the design development phase that the existing mechanical system does not currently meet the demands of the library with the new addition. Replacement of the existing air handling unit was not included in the original scope of work for the renovation project, as it was intended to be a separate project under the Energy Efficiency Initiatives account.

Additional services were required to establish a strategy for replacing the existing air handling unit to a high-efficiency unit, while also assessing impacts to building systems included in the library renovation. An air handling unit assessment report was completed by the consultant, and it was recommended that the air handling unit be replaced as part of the Keshen Goodman library renovation. Additional consultant services will be required to introduce the air handling unit replacement into the contract documents package for the Keshen Goodman renovation project.

Supplementary effort was required by Fathom Studio and sub-consultants to complete the following additional design services for the Keshen Goodman Library renovation that were not included in the initial scope of work:

- Design services to introduce the replacement of the existing air handling unit into the contract documents based on the findings of the air handling unit assessment report.
- Design services to improve the accessibility of the barrier-free washroom to meet the latest CSA-B651-18 standard.
- Design services for the steel fabrications required for the construction of the teen computer lab.
- Design services for the coordination of the landscape architect and civil consultant required for the completion of the renovation.

Prior increases were approved in the amount of \$39,528 (net HST included). These prior increases were associated with the Dartmouth North branch to address unforeseen site conditions, as well the completion of the air handling unit assessment report for the Keshen Goodman Library renovation.

DISCUSSION

The changes detailed above will result in an increase to the Fathom Studio PO # 2070834773 in the amount of \$49,427 (net HST included). A summary of the changes to the PO is as follows:

PO Award (net HST included)	\$ 245,208
CO increases approved to date	\$ 39,528
Request for Increase (net HST included)	\$ 49,427
New Contract Value (net HST included)	\$ 334,163

The total amount of changes (approved and pending) is \$88,955 (net HST included), which represents a cumulative increase of 36% to the original contract value of \$245,208.

FINANCIAL IMPLICATIONS

Funding in the amount of \$49,427 (net HST included) is available from Project Account No. CB190010 - Keshan Goodman Library Renovations. The budget availability has been confirmed by Finance.

Budget Summary:	<u>Project Account No. CB190010 – Keshan Goodman Library Renovations</u>	
	Cumulative Uncommitted Budget	\$2,263,770.92
	Less: Increase to PO 2070834773	\$ 49,427.00
	Balance	\$2,214,343.92

The balance of funds will be used for recapitalization work.

RISK CONSIDERATION

There are no significant risks associated with the recommendations in this report.

COMMUNITY ENGAGEMENT

No community engagement was required.

ENVIRONMENTAL IMPLICATIONS

There are no environmental implications.

ALTERNATIVES

Halifax Regional Council could choose not to increase the award amount for this contract.

ATTACHMENTS

No attachments.

A copy of this report can be obtained online at halifax.ca or by contacting the Office of the Municipal Clerk at 902.490.4210.

Report Prepared by: Maribeth McCarvill, Project Manager, Corporate Facility Design & Construction
902.943.0732

Procurement Review: Original Signed
Jane Pryor, Director, Procurement, 902.292.3128

Report Approved by: Original Signed
Peter Stickings, Acting Executive Director, Corporate & Customer Services, 902.209.0763

Report Approved by: Original Signed
Caroline Blair-Smith, DCAO Corporate Services, 902.490.8456
