

THE CORPORATION OF THE TOWN OF GEORGINA

REPORT NO. CSD-2024-0013

**FOR THE CONSIDERATION OF
COUNCIL**

June 19, 2024

SUBJECT: Groundworks Phase 1 – Sutton Multi-Use Facility, Updated Budget

1. RECOMMENDATION:

1. That Council receive Report No. CSD-2024-0013 prepared by the Facilities Division, Community Services Department, dated June 19, 2024, titled “Groundworks Phase 1 – Sutton Multi-Use Facility, Updated Budget”.
2. That Council approves additional funding for this project, from the Facility Repair and Replacement Reserve, in the amount of \$140,299.90 (incl. 1.76% HST) to support award of Capital Project 24-CI-CS-02.

2. PURPOSE:

To obtain Council approval for additional funding required to undertake and complete 24-CI-CS-02 “Groundworks Phase 1 – Sutton Multi-Use” in the amount of \$137,873.33 (excluding taxes).

3. BACKGROUND:

In December 2023, through the 2024 Budget process, Council approved \$500,000 for the repair and replacement of Groundworks at the Sutton Multi-Use Facility on Black River Road, Sutton. The total estimated project cost was initially valued at \$1,500,000 shared equally between York Catholic District School Board, York Region District School Board, and the Town of Georgina. This project was identified in the Building Condition Assessment Program.

4. ANALYSIS:

The project was tendered by the York Catholic District School Board recently and closing was on June 4, 2024.

Five pre-qualified paving contractors were invited to bid on the opportunity. The tender was posted on a procurement platform by the name of Bids & Tenders on May 10, 2024 and closed June 4, 2024. Four of the five pre-qualified contractors submitted a bid for the project. In terms of the bid amounts, YCDSB does not typically disclose

these publicly, but in saying that, once they have received confirmation from the Town of Georgina on approval of the additional cost and, a formal award letter is issued to the lowest bidder, YCDSB will provide the necessary tender closing information for our records. The four bids received were competitive and there was a \$193,258.85 price difference between the lowest bidder and the highest bidder, representing a 12% price difference.

The initial total budget for the project was \$1.5 million, but the lowest bid received came in at \$1.93 million. After reviewing the tender results and the overall project requirements, the following factors were identified in contributing to the cost increase:

1. Higher disposal rates for surplus cut material due to the geographical location.
2. Increased costs for the supply of new materials, also due to the geographical location.
3. Scope creep from the original OPCOW, influenced by the traffic study results.
4. Unaccounted costs related to the Town of Georgina Site Alteration Permit requirement.

Site plan analysis and stakeholder feedback led to the conclusion that the addition of a drop-off/pick-up loop in the east parking lot would benefit both YCDSB students and library patrons, by providing the following:

- i. Clear, direct routes for pedestrians and motorists – provision of dedicated thoroughfare and drop-off/pick-up lanes, and segregation of pedestrian and vehicle paths, including addition of enhanced signage and pavement markings.
- ii. Student/pedestrian safety and mobility – addition of continuous perimeter sidewalk surrounding drop-off/pick-up loop to minimize traffic crossings.
- iii. AODA accessibility – optimization of site grading and addition of curb ramps, tactile plates, and controlled crossings in several locations.

The above findings and site plan reconfiguration had the following scope creep impact:

- i. The introduction of the drop-off/pick-up loop reduced the available parking space.
 - To provide both the loop and satisfy parking requirements, the parking lot footprint was extended to the south and east.
 - The garbage collection footprint was also extended south.
- ii. Due to these footprint extensions and existing grading constraints (catchment locations, drainage paths, overland flow spill points, asphalt “gully”, etc.), the required re-grading exercise impacted both the east

play area and soccer field. The most logical and natural match point became the southeast corner of the building.

- The overall project area effectively increased from 8,120m² (original estimate in OPCOW) to 10,900m² (the majority of the increase was for soft surface restoration).
 - Note that the original OPCOW was completed in advance of the traffic study and assumed a direct removal and replacement of existing hard surfaces in their existing configurations.
- vi. The reconfiguration of the east parking lot also necessitated a photometric analysis to ensure that sufficient lighting coverage would be provided to both drivers and pedestrians.
- Four (4) additional light standards and four (4) new bollard lights were added to the scope of work, including the corresponding underground electrical feeds.

The following table represents the original estimated budget versus the updated budget, illustrating the shortfall for the Town (\$21,465.31 plus \$116,408.02).

Facility Name	Rehabilitation/Repair Program	Project Description	Year Planned	Original Estimated Budget*	Library %***	Town %***	YRDSB %***	YCDSB %***
Sutton Multi-Use Facility	Grounds	Hard Surface Renewal of East Parking Lot & Front Drive Aisle (Phase I)	2024	\$ 1,500,000	\$ 78,000	\$ 423,000	\$ 499,500	\$ 499,500
			Total 2024:	\$ 1,500,000	\$ 78,000	\$ 423,000	\$ 499,500	\$ 499,500
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Facility Name	Rehabilitation/Repair Program	Project Description	Year Planned	Updated Budget**	Library %***	Town %***	YRDSB %***	YCDSB %***
Sutton Multi-Use Facility	Grounds	Hard Surface Renewal of East Parking Lot & Front Drive Aisle (Phase I)	2024	\$ 1,912,794	\$ 99,465	\$ 539,408	\$ 636,961	\$ 636,961
			Total 2024:	\$ 1,912,794	\$ 99,465	\$ 539,408	\$ 636,961	\$ 636,961
Budget Variance:				(\$412,794.39)	(\$21,465.31)	(\$116,408.02)	(\$137,460.53)	(\$137,460.53)

5. RELATIONSHIP TO STRATEGIC PLAN:

Delivering service excellence – Proactively manage facilities and assets to ensure service continuity and to modernize, maintain and enhance accessibility of facilities.

6. FINANCIAL AND BUDGETARY IMPACT:

The initial budget approved for this project was \$500,000. The Town of Georgina’s financial commitment to this project has increased in the amount of \$140,299.90 (incl. 1.76% HST) to support award of Capital Project 24-CI-CS-02, based on the results of this tendering process.

7. PUBLIC CONSULTATION AND NOTICE REQUIREMENTS:

Not applicable.

8. CONCLUSION:

Based on the information supplied to us by our project partner York Catholic District School Board staff request the outlined additional funding required to support the award of this project.

APPROVALS

Prepared By: Tim McClatchie
Manager of Facilities

Recommended By: Steve Lee-Young
Director of Community Services

Recommended By: Rob Wheeler
Deputy CAO/ Treasurer
Office of the Deputy CAO

Approved By: Ryan Cronsberry
Chief Administrative Officer
Office of the CAO