

STAFF REPORT

THE CORPORATION OF THE TOWN OF COBOURG



Report to:	Mayor and Council Members	Priority:	<input checked="" type="checkbox"/> High <input type="checkbox"/> Low
Submitted by:	Ian D. Davey, BBA CPA CA Director of Corporate Services	Meeting Type: Open Session <input checked="" type="checkbox"/> Closed Session <input type="checkbox"/>	
Meeting Date:	May 10, 2021		
Report No.:	[Report Number]		
Submit comments to Council			

Subject/Title: Victoria Hall – Sewer Line Replacement

RECOMMENDATION:

THAT Council receive the report from the Director of Corporate Services regarding the award of the contract for the replacement of the main interior sewer line in the basement of Victoria Hall; and

FURTHER THAT Council award the contract to Doyle Home Services to replace the main interior sewer line in the west basement of Victoria Hall at a cost of \$55,990 including non-refundable HST to be funded from the 2021 capital budget allocation of \$40,000 with additional funds to be drawn from the Holdco Reserve fund in the amount of \$35,000 to cover the estimated total project cost of \$75,000.

1. STRATEGIC PLAN

N/A

2. PUBLIC ENGAGEMENT

N/A

3. PURPOSE

The purpose of the report is to ask Council for approval to award the contract for the replacement of the interior main sewer line in Victoria Hall to Doyle Home Services and to request an additional allocation of \$35,000 for this project from the Holdco Reserve account.

ORIGIN AND LEGISLATION

This project was included in the approved 2021 capital budget and has been identified as an emergency repair project that must be completed to ensure that Victoria Hall is able to function as an active working building once the pandemic is over to allow for the full return of staff and the public to the building.

4. BACKGROUND

The project was budgeted at \$40,000 based on original contractor estimates provided. As more planning work was done for this work it became apparent that the project was much larger than originally estimated. The project requires engineering services, asbestos removal, some minor electrical work and the replacement of the sewer line which runs through the west basement and the mechanical room before leaving the south west corner of the building.

There is a significant amount of concrete to be removed from the basement floor to allow for the replacement of the existing sewer line and there is some uncertainty as to the depth of that concrete or exactly what might be encountered once the cutting starts.

Upon approval of the 2021 capital budget, the Supervisor of Building Maintenance and Services approached local contractors to seek quotations for this project and two have submitted written quotes. A third contractor declined to bid on the project.

The low bid of the 2 submissions received was from Doyle Home Services in the amount of \$55,990 which includes non-refundable HST. The second bid was in excess of \$130,000 for this same work.

5. ANALYSIS

The revised budget for this project can be broken down as follows:

Plumbing permit	\$ 250
Engineering and design	\$11,000
Asbestos removal	\$ 4,000
Electrical	\$ 500
Plumbing	\$55,990
Contingency	<u>\$ 3,260</u>
Total revised budget	<u>\$75,000</u>

The addition of engineering, asbestos removal and a small contingency fund have added significant costs to this project that unfortunately cannot be avoided.

With a project such as this there are unknowns that may still come up once the work commences and additional funds may be required to complete this work should problems be encountered.

6. FINANCIAL IMPLICATIONS/BUDGET IMPACTS

The original budget contained funding from the tax levy in the amount of \$40,000 and in order to complete this project an additional \$35,000 is required. The staff

recommendation is that this funding be allocated from the Holdco Reserve. The Holdco Reserve has a balance of \$844,000 as of December 31, 2020 and it is projected to end 2021 at \$647,000 based on allocations contained in the 2021 approved budget.

7. CONCLUSION

In conclusion, this project must be completed or the building will not be able to function and return to normal operations. It is currently an ideal time to complete this work with a limited number of people and no functions happening in the building.

The Holdco Reserve has been used in the past to assist with funding projects involving Victoria Hall and it is the staff recommendation that this funding and the award of the contract to Doyle Home Services be approved. It is anticipated that the work can soon after the award of the contract and it is anticipated that it will take 2 – 3 weeks to complete.

Report Approval Details

Document Title:	Victoria Hall - Sewer Line Replacement - Corporate Services-059-21.docx
Attachments:	
Final Approval Date:	Apr 30, 2021

This report and all of its attachments were approved and signed as outlined below:

Tracey Vaughan, Chief Administrative Officer - Apr 30, 2021 - 3:10 PM