



To: Mayor Evans and Members of Council

From: Tim Leitch, Director of Public Works
Public Works Department

Prepared By: Tim Leitch, Director of Public Works
Public Works Department

Report Number: PWR-005-25

Meeting Date: 19 Feb 2025

Subject: **TTAC - Construction Manager At Risk Recommendation**
Our File No: A19/43148/25

Recommendation

THAT Public Works Report PWR-005-25 regarding PW-RFP-24-07:Construction Manager Services be received;

AND THAT Council approves Option 1 to enter into a CCDC-5B contract with Bertram Construction for construction management services for the Township of Tiny Administration Centre.

Background/Analysis

The Township of Tiny Administration Centre Committee(TTACC), under direction from Council, is continuing with the development and construction of the Township of Tiny Administrative Centre(TTAC) to be located at 255 Concession 9 East.

As previously directed by Council through PWR-034-23, a Construction Manager at Risk (CMAR) approach is being used for this project rather than a standard Design-Bid-Build approach (a.k.a. Stipulated Sum). This will allow a more collaborative approach to this process.

CCDC 5B – Construction Management Contract for Services and Construction.

The CCDC 5B contract is a Construction Management (CM) agreement in which the Construction Manager acts as both a consultant and the contractor responsible for delivering the project. The CM procures, contracts with, and manages trade contractors, assuming both financial and performance responsibility for construction.

Key Features:

- The CM holds contracts with trade contractors and oversees project execution.
- The owner pays the CM on a cost-plus basis.
- The CM is responsible for coordinating, scheduling, and ensuring quality control throughout the project.
- Risk is transferred to the CM, who manages cost overruns, trade performance, and contractual obligations.
- Suitable for owners looking for a single point of responsibility for both management and construction.

A Request for Proposal (RFP), PW-RFP-24-07, was issued November 5, 2024 for a CMAR. The RFP was posted as an open competition on Bids and Tenders. At the time of closing on December 5, 2024, 15 proposals had been received.

All 15 proposals were very strong and met the intent and requirements of the RFP. An evaluation team was selected by the TTACC to carry out the evaluation process defined in the RFP. The Team was comprised of CAO - Robert Lamb, Director of Public Works/Project Manager - Tim Leitch, Engineering Manager - JF Robitaille and Unity Design Principal - Bill Lett. Phase 1 had the evaluation team review and evaluate the proposals to select the top 4 firms for Phase 2; in person interviews.

The proposals were evaluated based on Project Team and References, Experience, Approach, Project Understanding/Schedule, Cost Control/QA/QC and Service Fee/Staff Rates.

Phase 2 of the evaluation, as noted within the RFP, had the selection committee short list 4 firms for in person interviews based on their RFP written proposals. The following firms were selected:

- Bertram Construction
- Gillam Group Inc.
- METTKO Consulting Inc.
- Percon Construction Inc.

The interviews were carried out in person on January 30/25. They were attended by the above noted firms, Tiny evaluation staff and Unity Design Group staff. This allowed the evaluation team to have the proposals presented to them in an alternate format; obtain clarifications on the written proposals; and meet the key staff of each firm to evaluate them for alignment with Tiny's expectations as it relates to fit, skill, presentation, and corporate philosophy.

Based on this thorough review process, the Evaluation Team recommended to the TTACC that Bertram Construction be its selection for the Construction Manager at Risk at their proposed base fee of \$1,052,000 + tax. This recommendation was presented to TTACC at its February 10, 2025 meeting. The TTACC supported the evaluation team's recommendation.

Bertram Construction presented the best value to the Evaluation Team since it is inclusive of many fees that would be charged as time and materials by other firms. The base fee includes a multitude of services and charges. The major items being the firm's profit for undertaking the project; scheduling throughout the project; consulting services for constructability, efficiency, and budgets; providing detailed estimates at various times during the project; managing the procurement processes for the subtrades; administrative services; running meetings; providing cost and quality control; acting as Constructor; reviewing and processing subcontractor submittals (invoices, change order requests, shop drawings); ensuring compliance with various regulations; and ensuring the final project is handed over with no deficiencies and properly commissioned.

Items that are typically not included in the base fee and are paid for as a direct cost by the owner with no markup by the CMAR include, among other items:

- Site Supervision and on site staff time.
- Office staff during construction (included in Bertram fee).
- Site construction trailers
- Security fencing
- Silt fencing

- Signage
- Temporary power
- Temporary heat/cooling
- Temporary lighting
- Hoarding
- Garbage management
- Travel time

The major costs are the staff time (site supervisors, coordinators, project managers, etc.). This was evaluated by taking the average estimated hours of the proposals received for these services, multiplied by each firm's proposed hourly rates.

When added to each firm's base fee, Bertram's Construction presented the best overall value at an estimated cost of approximately \$2,000,000 (plus HST) which includes Site Supervision, Site Safety Coordinator, extra Project Manager, Coordinator, and Estimators Time. This was several hundred thousand dollars less than the other top scoring candidates. This also does not consider travel time, which would be much lower for Bertram as they are within Simcoe County.

It must be noted that in the Class D estimate prepared by Marshall and Murray listed the costs associated with CMAR activities as \$3,022,711 (Section Z: General Requirements).

In summary staff did reach out to Bertram Construction's references and all provided positive references and no concerns noted.

Upon approval of the CMAR the following activities will commence immediately with, along with many other activities needed:

- Project scope and schedule review.
- Design review with Architect and design team to:
 - Cost saving opportunities. Class D.
 - Schedule conformance.
 - Vendor selection, also considering any tariff impacts.
 - Site preparation plans.
- Class B development required to finalize grant and funding applications.

Reviewed By Other Departments

TTACC

Options/Alternatives

Option #1:

Select Bertram Construction as the CMAR for the new Township Administration Centre.

Option #2:

Council advise a different process/selection criteria. Will impact timeline.

Financial Implications

Option #1:

The estimated cost of approximately \$2,000,000 is within Class D estimate of \$3,022,710 (Section Z - General Requirements). Expenses outside of this estimate as noted in the report will also be covered by the Section Z estimate.

In summary:

CM Fee for Service/Works - \$1,052,000
Construction Cost (estimate) - \$1,000,000
Total - approximately \$2,000,000

Note: class D Estimate for these activity - \$3,022,711

Option #2:

Will need to review implications and reassess evaluation.

Relationship to Strategic Plan

- Sustainable Long Term Fiscal Management
- Infrastructure Revitalization
- Environment and Public Land Management
- Organizational and Corporate Development

Conclusion

Public Works Report PWR-005-25 regarding PW-RFP-24-07:Construction Manager Services be received and that Council approves Option 1 to enter into a CCDC-5B contract with Bertram Construction for construction management services for the Township of Tiny Administration Centre.

Haley Leblond, Director of Corporate Services/Deputy CAO Approved - 10 Feb 2025

Robert Lamb, Chief Administrative Officer Approved - 11 Feb 2025