

To: Warden and Members of County Council

From: Director of Human Services

Renovation and Upgrades to 75 Graham Street, Woodstock - Additional Funds and Award Contract

RECOMMENDATIONS

1. **That County Council authorize the allocation of up to \$115,000 in additional funding from the Child Care and Early Years Mitigation funding to facilitate the renovation and required updates to the County owned building located at 75 Graham Street, Woodstock for the purpose of delivering EarlyON Child and Family Centre programs and services;**
2. **And further, that County Council award a contract to the low bidder, Icon Builders Inc., in the amount of \$946,740 (including non-refundable HST);**
3. **And further, that County Council authorize the Chief Administrative Officer and Director of Public Works to sign all contract documents related hereto.**

REPORT HIGHLIGHTS

- The purpose of this report is to obtain Council's approval to expend up to \$115,000 in additional funding from the child care and early years mitigation funding and award the above noted project to Icon Buildings Inc. in accordance with the County Purchasing Policy
- The proposed renovation includes basic functionality and accessibility items, as well as maintenance/renewal items that have been deferred in recent years with the building being vacant
- The proposed renovation will facilitate the delivery of in-person EarlyON Child and Family Centre programs and services as a main site in Woodstock, as well as the central hub for outreach programs across the county
- Construction is expected to commence in the fall of 2021, with occupancy anticipated by the beginning of 2022

Implementation Points

Upon Council's approval, a contract will be executed with the low bidder, Icon Builders Inc., prior to proceeding with the work to complete the necessary renovations and upgrades at 75 Graham Street, Woodstock.

Financial Impact







The County holds a historic allocation of \$965,000 mitigation funding from the Ministry of Education for Child Care and Early Years initiatives. \$500,000 from this funding has already been approved by County Council to proceed with this project, along with \$350,000 from Facilities Reserves, as outlined in Council [Report HS 2021-10](#).

Staff are seeking Council's approval to allocate an additional \$115,000 from the Child Care and Early Years Mitigation Funding to address current construction market conditions reflected in the tender results for this project. The lowest tender received was \$946,740 (including non-refundable HST). An additional allocation of \$115,000 from the Child Care and Early Years Mitigation Funds would result in a balance for future projects of \$350,000.

Communications

This report deals with additional funding allocation from the Provincial government, to complete renovations and necessary upgrades on an existing County owned property. In light of this, details of this report have been shared with the Ministry of Education and County staff (Corporate Services, Public Works).

Strategic Plan (2020-2022)

					
WORKS WELL TOGETHER	WELL CONNECTED	SHAPES THE FUTURE	INFORMS & ENGAGES	PERFORMS & DELIVERS	POSITIVE IMPACT
1.ii.				5.ii.	

DISCUSSION

Background

As a follow-up to Council Report HS 2021-10 staff are seeking Council's support to increase the available construction budget by \$115,000 and award the contract to Icon Builders Inc. to initiate renovations to the vacant county-owned property located at 75 Graham Street, Woodstock.

Comments

The project was tendered through a competitive bidding process, which opened on June 10, 2021. The tendering process closed on June 30, 2021 at 2:00 p.m. and the following six bids were received, with bid amounts outlined in Table 2 below.

Table 1: Summary of Bid Submissions

Contractor	Bid Amount (including non-refundable HST)
Icon Builders Inc.	\$946,740
SDI Builders 2010 Ltd.	\$1,010,456
PK Construction	\$1,011,780
Trigon Construction Management	\$1,112,078
Construction Solutions ASI Inc.	\$1,268,184
MJK Construction Inc.	\$1,958,875

Staff have reviewed the submissions and confirmed that the low bid received from Icon Builders Inc. in the amount of \$946,740 (including non-refundable HST) represents good value for the work in the current construction market.

Conclusions

After a review of the submissions, an additional \$115,000 in funding is required for the renovations and necessary upgrades to 75 Graham Street, Woodstock for the purpose of delivering EarlyON Child and Family Centre programs and services. It is recommended that the 75 Graham Street Renovations and Upgrades contract be awarded to the low bidder, Icon Builders Inc. Award of this contract will revitalize a county-owned building, and have a positive impact on the community by offering a dedicated space to provide EarlyON programs and services in Woodstock and form the basis of extending service delivery throughout the County.

SIGNATURES

Report Author:

Original signed by

Cara vanKlaveren
Supervisor of Family and Children Services

Departmental Approval:

Original signed by

Lynda Bartlett
Acting Director, Human Services

Approved for submission:

Original signed by

Michael Duben, B.A., LL.B.
Chief Administrative Officer