

**REPORT TO COUNCIL FOR INFORMATION – CONTRACT INCREASE**

<b>Project Award</b>	Reporting back to Council on the Delegated Authority to award the contract increase to GM BluePlan Engineering Limited in the amount of \$16,006 (exclusive of HST) for additional consulting services required for the John Tonelli Sports Centre Facility Improvements.
<b>Purpose of Report</b>	As per Section 7.2.2 of the Purchasing By-law, a report to Council for information is required when the delegated authority provided in that section is utilized.
<b>Background information</b>	<p>Through PDA-CRAN-23-051-08, Staff awarded the design for improvements to the John Tonelli Sports Centre Facility Improvements to GM BluePlan Engineering Limited in the amount of \$40,596 (exclusive of HST). Subsequent change orders in the amount \$7,685 (exclusive of HST) were issued to provide additional CCTV scoping services for the sanitary line.</p> <p>In October, a thorough lighting assessment was undertaken for all areas of the parking lot. Both the north and south parking lots do not meet current lighting design criteria for parking lots and it was recommended that the parking lot lighting be upgraded to meet current minimum lighting standards. As such, additional design fees are required to provide new LED luminaires.</p> <p>The contract increase was required in order to complete the design for the John Tonelli Sports Centre Facility Improvements without delay. The project is currently anticipated to be tendered in January 2024.</p> <p>The requested amount was validated by staff to be in compliance with the Council approved award of GM BluePlan Engineering Limited on the Professional Consulting Services Roster as per the terms of RFP 21-051 (CORS-063-21). The hourly rates, as established through the Competitive Assignment Score Card evaluation RFP process, have been reviewed and validated as being of good value by Parks &amp; Facilities staff (PDA-CRAN-23-051-08).</p> <p><b>Staff processed PDA-113-23 utilizing Section 7.2.2 of the Purchasing By-law to award this contract increase for additional design fees to GM BluePlan Engineering Limited in the total amount of \$16,006 (exclusive of HST).</b></p> <p>The new contract total (design) is \$64,287 (exclusive of HST).</p>
<b>Financial Planning Section: Budget Impact</b> (Note 1)	
<b>Account Number(s)</b> <b>Account Description</b>	C58214723-A1634-7220 John Tonelli Sports Centre Parking Lot Design

<b>Project Total Budget</b>	\$ 115,598
<b>Contract Budget</b>	\$ 7,315
<b>Actual</b>	\$16,006
<b>Variance</b>	\$ 8,691 (U) (Note 2)
<b>Funding Source</b>	Federal Grants/Subsidies, Provincial Grants/Subsidies, Project Variance Account

Note 1: This project is eligible for input tax credits, therefore costs do not include HST.  
Note 2: A required budget increase in an amount of \$8,691 was addressed through PDA-113-23 and therefore not included as part of Schedule A to this purchasing various report.