

TO: MAYOR & COUNCIL
FROM: DEPUTY CHIEF ADMINISTRATIVE OFFICER AND CHIEF FINANCIAL OFFICER
SUBJECT: **CI – CAMERON COMMUNITY CENTRE & LIBRARY - DESIGN**
PURPOSE: To obtain Council approval to increase the existing contract with Diamond Schmitt Architects Incorporated for the Cameron Community Centre & Library Project – Phase II.

RECOMMENDATION

THAT a contract increase to Diamond Schmitt Architects Incorporated, for a total cost of \$1,690,568.00 including GST in the amount of \$80,503.00 as outlined in the June 19, 2023 Council report titled “CI – Cameron Community Centre & Library - Design”, be approved; and

THAT final payment will be based on the actual quantity of services delivered and hourly rates as submitted.

CHIEF ADMINISTRATIVE OFFICER’S COMMENTS

I concur with the recommendation of the Deputy Chief Administrative Officer and Chief Financial Officer.

1.0 POLICY SECTION

The City’s Change Order Policy requires Council’s approval for change orders, which individually or when accumulated with prior change orders, increase the total value of the contract by \$1,000,000.

2.0 BACKGROUND

On December 16, 2019, City Council authorized \$1,000,000.00 including GST in the amount of \$47,619.00 to retain Diamond Schmitt Architects Incorporated (DSAI) for the Cameron Community Centre and Library Project – Phase 1 works. The Phase 1 contract award was for a total cost of \$810,846.00 including GST in the amount of \$ 38,612.00 which included needs assessment, preliminary schematic design services and estimating.

Since the award of this contract, on October 25, 2021, City Council awarded Detailed Design works to DSAI for \$15,271,630.00 including GST in the amount of \$727,221.00, and CAO approved change orders for \$728,359.00 including GST in the amount of \$34,684.00 which included increases associated with natatorium glare study, pedestrian wind study, timber alternative solutions, additional elevator, building permit alternate solutions, groundwater management and surveying services.

3.0 GENERAL INFORMATION

This report reflects the additional effort required for DSAI to complete the design works of the Cameron Community Centre and Library Project. A number of additional requirements were requested by the City that were not included in their original scope. Some of these include expanded landscape and civil works into the park and additional design extension costs due to public consultation delays stemming from COVID. This increase also includes \$500,000 for a mass timber funding program of which the City will be reimbursed entirely resulting in a net zero increase. All items have been negotiated with DSAI and staff have reviewed the proposed change orders and believe they appropriately address the City’s needs at a fair cost while meeting the overall project schedule. The cost also includes a contingency amount for additional services anticipated throughout construction.

This recommendation is to approve a contract increase to DSAI in the amount of \$1,690,568.00 including GST in the amount of \$80,503.00.

The total estimated contract value will be \$18,501,403.00 including GST in the amount of \$881,019.00

Contract History	Date	Accumulative Total Change (including GST)
Original Contract Award – Phase 1	December 2019	\$ 810,846.00
Detailed Design – Phase 2	October 2021	15,271,630.00
Change Order #1	May 2022	728,359.00
Change Order #2	Pending	1,690,568.00
Total		\$18,501,403.00

City staff have reviewed the proposed change order and believe it appropriately addresses the City’s needs at a fair cost. The General Manager Lands and Facilities concurs with this recommendation.

4.0 COMMUNICATION AND COMMUNITY ENGAGEMENT

The RFP #210-10-19 Cameron Community Centre & Library (Attachment 1) was publically advertised. Upon closing, the City received a total of nine submissions.

5.0 FINANCIAL CONSIDERATIONS

Funding is provided for this capital work within the 2023 – 2027 Financial Plan under WBS element BAX.0020 (\$1,610,400).

Respectfully submitted,

Noreen Kassam, Deputy Chief Administrative Officer and Chief Financial Officer

ATTACHMENTS

Attachment 1 – RFP #210-10-19

REPORT CONTRIBUTORS

This report was prepared by Sophan Lum, Assistant Manager - Purchasing and reviewed by Gisele Caron, Senior Purchasing Manager.

Consulting Services for Proposed Cameron Recreation Complex - Lot : 1 / Amendmen...

[Return](#)

Please log in to submit an electronic submission through BC Bid, if permitted

Remaining time:
Submission due date has passed or a new amendment has been issued
Note all times shown are in Pacific Time.

RFx General Information

Opportunity Type

Historic Record- General (pre-Jan 2023)

Notice Type

Request for Proposal

Opportunity Description

Consulting Services for Proposed Cameron Recreation Complex

Opportunity ID

210-10/19

Status

Closed

Issued by

City of Burnaby

BC G SIN Commodities

EZ01 - Architectural Services

Lot

1

Amendment

2

Amendment reason

Amendment History

#	Amendment reason	Date & time (Pacific Time)
1		2019-11-01 10:05:00 AM

Issue Date

2019-10-15 2:48:00 PM

Closing Date and Time

2019-11-07 3:00:00 PM

Amendment Date & Time

2019-11-04 3:49:00 PM

Summary Details

Amendment No.2 issues Addendum No.2 consisting of 2 pages. 2019 November 04

Amendment No.1 issues Addendum No.1 consisting of 1 page. 2019 November 01

The City of Burnaby invites Proposals from qualified architectural firms to develop a facility program, and conduct a feasibility and schematic design study for the proposed Cameron Recreation Complex. Upon completion of this work, the Consultant may be retained to undertake the detailed design, tendering and contract administration services for the proposed development project, as further detailed herein.

Proposals will not be opened in public. Submissions and/or amendments will not be accepted by facsimile or email. Late submissions or submissions delivered to locations other than the address indicated, will be returned to the Proponent unopened.

RFx Documents

Title	Type	Att.	Last Modification (Pacific Time)
Appendix N - Environmental Site Assessment	Supplier Migrated Documents (Approved)	1922155279_Appendix N - Environmental Site Assessment.pdf	2019-11-04 3:47:00 PM
RFP 210-1019 Consulting Services for Proposed CRC	Supplier Migrated Documents (Approved)	1565054223_RFP 210-1019 Consulting Services for Proposed CRC.pdf	2019-11-04 3:47:00 PM
Appendix J - Site Sustainability Strategy	Supplier Migrated Documents (Approved)	1556576266_Appendix J - Site Sustainability Strategy.pdf	2019-11-04 3:47:00 PM
Appendix A - Minimum Insurance Requirements	Supplier Migrated Documents (Approved)	1899474024_Appendix A - Minimum Insurance Requirements.pdf	2019-11-04 3:47:00 PM
Appendix G - Context Map	Supplier Migrated Documents (Approved)	1831056258_Appendix G - Context Map.pdf	2019-11-04 3:47:00 PM
Appendix I - Preliminary Facility Program	Supplier Migrated Documents (Approved)	1701815145_Appendix I - Preliminary Facility Program.pdf	2019-11-04 3:47:00 PM
Appendix C - Form of Submission	Supplier Migrated Documents (Approved)	1821416952_Appendix C - Form of Submission.pdf	2019-11-04 3:47:00 PM
Addendum No. 2	Supplier Migrated Documents (Approved)	599734254_Addendum No. 2.pdf	2019-11-04 3:49:00 PM
Addendum No 1	Supplier Migrated Documents (Approved)	937292475_Addendum No 1.pdf	2019-11-04 3:47:00 PM
Appendix L - Quadrant Map	Supplier Migrated Documents (Approved)	509026583_Appendix L - Quadrant Map.pdf	2019-11-04 3:47:00 PM
Appendix F - Non-Disclosure Agreement	Supplier Migrated Documents (Approved)	820116861_Appendix F - Non-Disclosure Agreement.pdf	2019-11-04 3:47:00 PM
Appendix D - Corporate References	Supplier Migrated Documents (Approved)	1271899414_Appendix D - Corporate References.pdf	2019-11-04 3:47:00 PM
Appendix M - Rezoning and PPA Submission Drawing List	Supplier Migrated Documents (Approved)	479212438_Appendix M - Rezoning and PPA Submission Drawing List.pdf	2019-11-04 3:47:00 PM
Appendix H - Cameron Recreation Complex Floor Plan	Supplier Migrated Documents (Approved)	408931413_Appendix H - Cameron Recreation Complex Floor Plan.pdf	2019-11-04 3:47:00 PM
Appendix B - Insurance Certificate	Supplier Migrated Documents (Approved)	204599276_Appendix B - Insurance Certificate.pdf	2019-11-04 3:47:00 PM
Appendix K - Site Survey	Supplier Migrated Documents (Approved)	371839929_Appendix K - Site Survey.pdf	2019-11-04 3:47:00 PM
Appendix E - Client Architect Agreement	Supplier Migrated Documents (Approved)	190801608_Appendix E - Client Architect Agreement.pdf	2019-11-04 3:47:00 PM

17 Result(s)