

Report to Community and Protective Services Committee

To: Chair and Members,
Community and Protective Services Committee

From: Anna Lisa Barbon, Deputy City Manager, Finance Supports
Cheryl Smith, Deputy City Manager, Neighbourhood and
Community-Wide Services

Subject: RFP-2024-135 Prime Consulting Services for Kinsmen Arena
Deep Energy Retrofit

Date: July 15, 2024

Recommendation

That, on the recommendation of the Deputy City Manager, Finance Supports and Deputy City Manager, Neighbourhood and Community-Wide Services, the following actions be taken with respect to the Request for Proposal Prime Consulting Services for Kinsmen Arena Deep Energy Retrofit (RFP-2024-135):

- a) The proposal submitted by J.L. Richards & Associates Limited, 450 Speedvale Avenue West, Suite 107 in Guelph, for the Prime Consultant Services for the Kinsmen Arena Deep Energy Retrofit project for a fee of \$199,595.00 excluding HST **BE ACCEPTED**; it being noted that the evaluation team determined the proposal submitted by J.L. Richards & Associates Limited provided the best technical and financial value to the Corporation, met the City's requirements in all areas and acceptance is in accordance with section 15.2 of the Procurement of Goods and Services Policy;
- b) The financing for this project **BE APPROVED** as set out in the Sources of Financing Report attached as Appendix "A";
- c) The Civic Administration **BE AUTHORIZED** to undertake all administrative acts which are necessary in connection with the project;
- d) The approvals given herein **BE CONDITIONAL** upon the Corporation entering into a formal contract with the consultant for the work; and
- e) The Mayor and the City Clerk **BE AUTHORIZED** to execute a contract or any other documents, if required, to give effect to these recommendations

Executive Summary

This report is submitted to seek Council approval to enter a formal agreement with J.L. Richards & Associates Limited for Prime Consulting Services for the design and contract administration of the Kinsmen Arena Deep Energy Retrofit project.

Linkage to the Corporate Strategic Plan

The Kinsmen Arena Deep Energy project is aligned with the following strategic area of focus and outcome from the City of London Strategic Plan 2024-2027:

Climate Action and Sustainable Growth

3. London's infrastructure and systems are built, maintained, and operated to meet the long-term needs of the community.
 - 3.2 Infrastructure is built, maintained, and secured to support future growth and protect the environment.
 - b. Build, maintain and operate assets with consideration for energy efficiency, environmental sustainability and climate resilience.

Analysis

1.0 Background Information

1.1 Previous Reports Related to this Matter

- Kinsmen Recreation Centre Contribution Agreement (February 22, 2023)
Community and Protective Services Committee

1.2 Background

In April 2021, the Government of Canada announced the opening of the Green and Inclusive Community Buildings (GICB) Program funding as part of the Strengthened Climate Plan. The five-year \$1.5 billion Green and Inclusive Community Buildings Program supports green and accessible retrofits, repairs or upgrades of existing public community buildings and the construction of new publicly accessible community buildings that serve high-needs, and underserved communities across Canada.

The Program is also intended to advance the Government's climate priorities by improving energy efficiency, reducing Green House Gas emissions (GHG), and enhancing the climate resilience of community buildings.

On May 12, 2022, The Corporation of the City of London was made aware that the Kinsmen Arena Deep Energy Retrofit project was successful in receiving funds through the Program, and a subsequent in-person funding announcement with federal and local leaders took place on July 28, 2022 at Kinsmen Recreation Centre.

Summary of the Kinsmen Arena Deep Energy Retrofit Project

The objectives of the Kinsmen Arena Deep Energy Retrofit project is to substantially curtail the facilities carbon emissions and increase accessibility at the Kinsmen Arena and Community Centre by:

- Reducing the facilities energy consumption by 43%.
- Reduce GHG carbon emissions by 166 tCO₂.
- Increasing accessibility within the facility.

The project scope includes the renewal of the facility's HVAC, roof, lighting, and building automation systems. The new HVAC system will recover waste heat from the ice plant. To substantially curtail carbon emissions, waste heat from the refrigeration plant will be utilized for space heating following the expansion and renewal of the existing hydronic distribution and building automation systems.

A baseline energy audit was performed. This project is expected to significantly increase the energy efficiency of the facility with anticipated energy reduction of 43%. This project is also expected to reduce Green House Gas (GHG) emissions by 166 tonnes.

Detailed design will take place throughout 2024 into 2025 with construction taking place in 2025 and 2026. Construction will be coordinated and phased to limit disruption to programs and planned activities.

2.0 Discussion and Considerations

A Request for Pre-Qualification RFPQ-2023-259 was issued November 7, 2023. The responses from nine (9) architectural firms were received December 7, 2023 and were reviewed and evaluated by staff from Fleet & Facilities. Seven (7) firms' qualifications were found to be acceptable.

Request for Proposal RFP-2024-135 was issued May 1, 2024, to the seven (7) pre-qualified firms. Six (6) proposals were received June 5, 2024, and evaluated by staff from Fleet & Facilities against the following criteria:

- Project Team
- Design Philosophy
- Project Methodology and Commitment to Schedule

The proposal submitted by J.L. Richards & Associates Limited was deemed to provide the best technical and financial value to the Corporation and it is recommended that they be awarded a contract for the work in accordance with section 15.2 (e) of the Procurement of Goods and Services Policy.

3.0 Financial Impact/Considerations

The proposal for design services submitted by J.L. Richards & Associates Limited for Kinsmen Arena Deep Energy Retrofit project totals \$199,595.00. Funding to cover the costs of this contract are accommodated within Contribution Agreement, the municipal share is funded from existing approved capital budgets for life-cycle renewal (LCR) as outlined in Appendix A, Source of Financing Report.

There are no additional operating costs associated with the award of this contract.

Conclusion

It is recommended that Council enter a contract with J.L. Richards & Associates Limited for the design and construction administration services for the Kinsmen Arena Deep Energy Retrofit.

Prepared by: Ashley Howard, Manager Facilities Design and Construction, Fleet & Facilities

Submitted by: Jon Paul McGonigle, Director, Recreation & Sport
Lynda Stewart, Director, Fleet & Facilities

Recommended by: Cheryl Smith, Deputy City Manager, Neighbourhood and Community-Wide Services
Anna Lisa Barbon, Deputy City Manager, Finance Supports

c: Steve Mollon, Senior Manager, Purchasing and Supply, Finance Supports
Doug Drummond, Financial Business Administrator, Finance Supports
Val Morgado, Senior Manager, Facilities

Attached: Appendix A – Source of Finance

Appendix "A"

#24143

July 15, 2024

(Award Consulting Services)

Chair and Members

Community and Protective Services Committee

RE: RFP-2024-135 Prime Consulting Services for Kinsmen Arena Deep Energy Retrofit

(Work Order 2553180)

Capital Project RC2210 - Kinsmen Arena Deep Energy Retrofit

J.L. Richards & Associates Limited - \$199,595.00 (excluding HST)

Finance Supports Report on the Sources of Financing:

Finance Supports confirms that the cost of this project can be accommodated within the financing available for it in the Capital Budget and that, subject to the approval of the recommendation of the Deputy City Manager, Finance Supports and the Deputy City Manager, Neighbourhood and Community-Wide Services, the detailed source of financing is:

Estimated Expenditures	Approved Budget	Committed To This Date	This Submission	Balance for Future Work
Engineering	250,000	0	203,108	46,892
Construction	2,487,404	0	0	2,487,404
Total Expenditures	\$2,737,404	\$0	\$203,108	\$2,534,296

Sources of Financing				
Drawdown from Recreation Renewal Reserve Fund	547,481	0	40,622	506,859
Federal Grants - Green and Inclusive Community Buildings (GICB)	2,189,923	0	162,486	2,027,437
Total Financing	\$2,737,404	\$0	\$203,108	\$2,534,296

Financial Note:

Contract Price	\$199,595
Add: HST @13%	25,947
Total Contract Price Including Taxes	225,542
Less: HST Rebate	-22,434
Net Contract Price	\$203,108


Jason Davies
Manager of Financial Planning & Policy

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