

## Report to Corporate Services Committee

**To:** Chair and Members  
Corporate Services Committee

**From:** Anna Lisa Barbon, CPA, CGA  
Deputy City Manager, Finance Supports

**Subject:** RFT-2023-177 - City Hall Front Entrance Canopy Repairs and Remediation - Contract Amendment and Update

**Date:** August 14, 2024

## Recommendation

That, on the recommendation of the Deputy City Manager, Finance Supports, the following actions be taken with respect to the report dated August 14, 2024, "RFT-2023-177 - City Hall Front Entrance Canopy Repairs and Remediation - Contract Amendment":

- a) The contract with Tradition Construction Inc. **BE INCREASED** by \$75,000.00 to \$413,700.00 (excluding HST) to complete the required unforeseen work associated with the Front Canopy Repairs, in accordance with Section 20.3 (e) of the Procurement of Goods and Services Policy;
- b) the financing for this assignment **BE APPROVED** as set out in the Sources of Financing Report attached hereto as Appendix A;
- c) Civic Administration **BE AUTHORIZED** to undertake all the administrative acts that are necessary in connection with this assignment; and,
- d) The Mayor and City Clerk **BE AUTHORIZED** to execute any contract or other documents including agreements, if required, to give effect to these recommendations.

## Executive Summary

This report seeks approval of Council to increase the existing contract with Tradition Construction Inc. by \$75,000.00 to \$413,700.00 to complete the required unforeseen work associated with the Front Canopy Repairs currently under construction. In addition, this report will explain the extension of the current contract and subsequent front entrance closure from July 2024 to November 2024.

## Linkage to the Corporate Strategic Plan

### Well-Run City

The City of London is a leader in public service.

3.3 The City of London has effective facilities and infrastructure management.

- Build, maintain and operate facility assets to provide expected levels of service and optimize reliability and functionality.

# Analysis

## 1.0 Background Information

### 1.1 Previous Reports Related to this Matter

City Hall Front Entrance Canopy Repairs and Remediation (January 15, 2024),  
Corporate Services Committee

### 1.2 City Hall Front Entrance Canopy Background Information

As explained in the Corporate Service January 15, 2024 report, the following is a summary of the failures and remediation to date:

- February 2, 2019, a segment of the chilled water line within the south canopy failed, leading to a substantial leak that flooded the front entrance.
- February 5, 2023, another leak originating from the chilled water line occurred, flooding the soffit once again. In response to this occurrence, scaffolding was promptly installed as a precautionary measure to provide support to the compromised soffit.
- A structural engineering investigation found structural concerns with the soffit and advised the complete removal of the soffit.
- The fibrous sprayed fireproofing that is present on all structural steel and metal deck throughout the soffit is Asbestos Containing Material (ACM) and would be disturbed by the work. Therefore, a type 3 asbestos abatement operation was required. This limited access to the soffit prior to demolition.
- Architects Tillmann Ruth Robinson were engaged to complete the investigation, detailed design, construction documents and construction administration for this project.
- Tradition Construction Inc. was the successful bidder of RFT-2023-177.
- Construction started in March 2024.

## 2.0 Key Issues and Considerations

### 2.1 Description of Unforeseen Site Conditions

As part of tender RFT-2023-177, a cash allowance of \$50,000.00 was included to cover the costs for mechanical and electrical infrastructure replacements and repairs. The full extent of the repairs could not be clearly identified prior to demolition. The overhang is a completely enclosed area with limited access via “hatches” cut in over the years to perform previous repairs. The entire area also contains significant amounts of Asbestos Containing Material (ACM) so mitigation and/or abatement measures must be taken prior to accessing the overhang.

Upon completing the abatement and soffit demolition, several areas were identified that required a significant amount of work. These included structural repairs to the steel decking; complete replacement of the drainage system that services the balcony; replacement of electrical components and other aging infrastructure within the overhang.

An unanticipated finding was that the soffit dimensions had to be adjusted. This was due to the structural limitations of the existing soffit design and the support provided to the infrastructure within the soffit. This soffit framing is a critical step in the project and must be custom manufactured for this application.

This additional work is expected to cost \$75,000 and is necessary to ensure the structural integrity of the facility and prevent more significant problems and expenses in the future.

By addressing these issues now, we can take advantage of full access to the overhang and complete all necessary repairs properly and efficiently. This proactive approach will minimize future disruption for City Hall users. Investing in this work now demonstrates our commitment to long-term sustainability and safety.

## **2.2 Schedule**

Construction commenced in March 2024. The anticipated completion date for construction was July 31, 2024. However, due to the unforeseen site conditions and material supply issues, the anticipated completion date is now November 29, 2024.

The additional time is required to thoroughly investigate, design, procure materials and execute the work required.

In addition to full insulation, a heat trace cable will be installed on all plumbing to mitigate the risk of pipes freezing in the future. The supplier has indicated a 4-to-6-week lead time for the heat trace cabling.

All mechanical and electrical infrastructure upgrades, including the heat trace, must be completed before the soffit framing can be installed. After the framing is complete, site measurements for the custom-built aluminium soffit panels are taken. Fabrication of the panels is expected to take an additional 4-to-6 weeks.

## **2.3 Procurement Process**

In 2023, RFT-2023-177 was awarded to Tradition Construction Inc. in the amount of \$338,700.00, in accordance with Section 13.1 of the Procurement of Goods and Services Policy.

Following the Administrative Approval as outlined in Section 13.1 of the Procurement of Goods and Services Policy, a CCDC-2 Contract (Canadian Construction Documents Committee (CCDC)), was executed.

The value of additional work required for this project has exceeded the thresholds defined in the Procurement of Goods & Services Policy. Section 20.3 e) ii) indicates that if the total amended value of the contract will exceed the Council approved source of financing by an amount greater than \$50,000 or 3% of original contract value, whichever is greater, and there are funds available, City Council must authorize any contract amendment. The contract amendment would be \$75,000.

## **2.4 Impact to City Hall**

The front entrance to City Hall will remain closed until the aluminum panels are installed and the area is safe for the public. The hoarding and rerouting of pedestrian traffic will remain as-is until November 2024.

A communications plan to inform the public about the extended closure will be implemented.

### 3.0 Financial Impact/Considerations

The additional \$75,000.00 to cover the unforeseen site conditions work is being funded through Capital Project GG155522 City Hall Major Upgrades, as outlined in Appendix A, Source of Financing Report.

### Conclusion

Now that the soffit has been removed and work is currently underway, it is crucial to obtain approval to proceed with the additional work outlined. This work is necessary to ensure the structure's longevity, and addressing these issues now will prevent more significant problems and avoid additional expenses in the future. This approach not only enhances the facility's structural integrity but also minimizes disruption to users by avoiding future repair needs.

**Prepared by:** Val Morgado  
Senior Manager, Facilities

**Submitted by:** Lynda Stewart  
Director, Fleet and Facilities

**Recommended by:** Anna Lisa Barbon, CPA, CGA  
Deputy City Manager, Finance Supports

cc: Steve Mollon, Senior Manager, Procurement & Supply  
Paul Ladouceur, Director, Corporate Security & Emergency Management  
Eliza Bennett, Director, Strategic Communications  
Melanie Stone, Advisor Accessibility & Inclusion

## Appendix "A"

#24161

August 14, 2024  
(Amendment Contract)

Chair and Members  
Corporate Services Committee

RE: RFT-2023-177 - City Hall Front Entrance Canopy Repairs and Remediation  
Contract Amendment and Update  
(Work Order 2575090)  
Capital Project GG155522 - City Hall Major Upgrades  
Tradition Construction Inc. - \$75,000.00 (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, the detailed source of financing is:

<b>Estimated Expenditures</b>	<b>Approved Budget</b>	<b>Committed To This Date</b>	<b>This Submission</b>	<b>Balance for Future Work</b>
Engineering	200,000	90,771	0	109,229
Construction	747,045	407,699	76,320	263,026
City Related Expenses	52,955	52,955	0	0
<b>Total Expenditures</b>	<b>\$1,000,000</b>	<b>\$551,425</b>	<b>\$76,320</b>	<b>\$372,255</b>

---

### Sources of Financing

Drawdown from City Facilities Renewal Reserve Fund	1,000,000	551,425	76,320	372,255
<b>Total Financing</b>	<b>\$1,000,000</b>	<b>\$551,425</b>	<b>\$76,320</b>	<b>\$372,255</b>

---

### Financial Note:

Contract Price	\$75,000
Add: HST @13%	9,750
Total Contract Price Including Taxes	84,750
Less: HST Rebate	-8,430
Net Contract Price	<u>\$76,320</u>

---

Jason Davies  
Manager of Financial Planning & Policy

mp