



REPORT FOR ACTION

Request for Additional Funds for Consulting Services 2019 Modifications to Operation Car Parks 26, 36 and 125

Date: March 17, 2021

To: Board of Directors, Toronto Parking Authority

From: President, Toronto Parking Authority

Wards: Ward 10, Spadina-Fort York and Ward 13, Toronto Centre

SUMMARY

Toronto Parking Authority retained Our Cool Blue Architects Inc. to provide engineering design and contract administration services needed to make modifications to operations at Car Park 26 (Queen/Victoria Garage), Car Park 36 (Nathan Phillips Square Garage) and Car Park 125 (Richmond/Sherbourne Garage). Planned improvements include the replacement of in-lane attendant booths with customer service booths, traffic flow adjustments, installation of pay on foot machines and relocating payment equipment. The total contract amount approved in 2019 for these modifications was \$70,000, excluding Harmonized Sales Tax (HST).

Following the award of the contract, the scope of work for the design was updated to reflect new information technology and operational requirements. Our Cool Blue Architects Inc. also identified additional time and effort to complete the design work during the COVID-19 pandemic, which has imposed restrictions on the work place and efficiency of work carried out.

The construction contract for the modifications to Car Parks 26, 36 and 125 was awarded on August 25, 2020 to Canada Construction Limited in the amount of \$1,286,110, excluding HST. Work at these car parks commenced on January 4, 2021.

As part of the scope of work at Car Park 36, a designated substance survey was carried out within the work zone in March of 2021. Investigations and testing have confirmed that asbestos and lead paint are present in multiple rooms within the car park. In addition, mercury was discovered in several overhead fluorescent lighting fixtures.

Although the asbestos and mercury are undisturbed and presently in a safe condition, the materials will have to be removed as part of the modifications being undertaken at Car Park 36. The condition of the lead paint will be reviewed in more detail and is subject to further recommendations from Our Cool Blue Architects Inc.

To address the change in scope and schedule, TPA staff are recommending that TPA Board of Directors authorize an increase in value of the original contract (Purchase Order Number 38191) with Our Cool Blue Architects Inc. A future report to TPA Board of Directors will address the change in scope for the Canada Construction Limited contract.

RECOMMENDATIONS

The President, Toronto Parking Authority recommends that:

1. The Board of Directors of Toronto Parking Authority grant authority to the President, Toronto Parking Authority to increase the contract value of Purchase Order Number 38191 to address changes in the scope of work to be carried out by Our Cool Blue Architects Inc. for the planned improvements to Car Park 26, 36 and 125 from \$70,000 to \$92,838, excluding Harmonized Sales Tax.

FINANCIAL IMPACT

The contract amount for the scope of work titled 2019 Modifications to Operation at Car Parks 26, 36 and 125 originally consisted of \$62,338 plus \$1,662 for disbursements and \$6,000 as a contingency allowance. The total contract amount was \$70,000, excluding HST.

As a result of updates to information technology requirements and operational requirements, the unforeseen demands of the COVID-19 pandemic and the recent discovery of asbestos, mercury and lead paint at Car Park 36, TPA is requesting that the contract with Our Cool Blue Architects Inc. be increased by \$30,500, excluding HST. This request is summarized in Table 1 and will result in an increase in the total contract amount from \$70,000 to \$92,838, excluding HST.

Table 1: *Requested Changes to 2019 Contract*

	Approved	Proposed
Contract Amount	\$62,338	\$92,838
Contingency Amount	\$6,000	\$6,000
Total Disbursements Approved	\$1,662	No Change
Purchase Order Amount	\$70,000	\$105,000
Shortfall amount		(\$30,500)
Funds Requested		\$30,500

It should be noted that the discovery of asbestos, mercury and lead paint is an emerging situation and the impact to Canada Construction Limited's scope of work is still being assessed. Additional coordination between Canada Construction Limited and Our Cool Blue Architects Inc. will be needed and further changes to the contracts with both Our Cool Blue Architects Inc. and/or Canada Construction Limited may be needed.

DECISION HISTORY

At its meeting on July 24, 2020, Toronto Parking Authority Board of Directors (Item PA16.7) granted authority to award the construction contract for the modifications of operations for Municipal Car Parks 26 (33 Queen Street East), 36 (110 Queen Street West), and 125 (323 Richmond Street East) to Canada Construction Limited, having submitted the lowest compliant bid and meeting all specifications in conformance with the construction tender requirements. Additional information about this decision can be found at the following link:

<http://app.toronto.ca/tmmis/viewAgendaItemHistory.do?item=2020.PA16.7>

COMMENTS

Planned improvements at Car Parks 26, 36 and 125 will address several objectives, including:

- improving traffic flow and reducing customer exit time by providing bail-out lanes and dedicated exit lanes,
- removing in lane cashier booths and installing pay on foot equipment,
- creating customer service offices,
- addressing employee area health and safety issues, and,
- relocating payment equipment to promote physical distancing.

The planned changes were recommended through a 2017 operational review that was carried out to determine whether TPA's car parks were operating in the most effective way possible. Through this review, it was identified that the replacement of in-lane attendant booths with customer service booths would improve operations and allow attendant staff to better engage customers and address a wider-range of customer service issues.

Based on the proposals submitted, the professional consulting services contract was awarded to Our Cool Blue Architect Inc.

Throughout the design phase, the scope of work for the professional consulting services was updated to include new information technology and operational requirements such as HVAC ductwork improvements, cable wire upgrades and the installation of additional security cameras.

In addition, the COVID-19 pandemic has impacted the contractor's construction schedule (originally identified to be four (4) months) and resulted in an additional two (2)

months of construction that reflect the challenges of implementing COVID-19 safe working measures and the phasing and sequencing of the work. The extended construction duration will require additional contract administration services, which has led to an additional fee request from Our Cool Blue Architects Inc.

As part of the scope of work at Car Park 36, a designated substance survey was carried out within the work zone in March of 2021. Investigations and testing have confirmed that asbestos and lead paint are present in multiple rooms within the Car Park. In addition, mercury was discovered in several overhead fluorescent lighting fixtures. Although the asbestos and mercury are undisturbed and presently in a safe condition, the materials will have to be removed as part of the modifications being undertaken at Car Park 36. The condition of the lead paint will be reviewed in more detail and is subject to further recommendations from Our Cool Blue Architects Inc.

To address the change in scope and schedule, TPA staff are recommending that TPA Board of Directors authorize an increase in the original contract amount with Our Cool Blue Architects from \$70,000 to \$92,838. This increase will provide funds to address the additional consultant services scope related to the removal of asbestos, mercury and potential removal of lead paint, as may be appropriate.

Under TPA Policy Resolution 5-10: Delegation of Authority, changes to a contract that exceed 20 percent of the original contract value require the authority of TPA Board of Directors.

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SIGNATURE

W. Scott Collier, President
Toronto Parking Authority