



REPORT FOR ACTION

Request for Additional Funds: AECOM Canada Ltd. – Consultant Services for Electrical Switchboard Upgrade at 75 Holly Street (Car Park 29) and 2 Church Street (Car Park 43)

Date: October 22, 2021

To: Board of Directors, Toronto Parking Authority

From: President, Toronto Parking Authority

Wards: 10 (Spadina-Fort York) and 12 (Toronto-St. Paul's)

SUMMARY

Toronto Parking Authority (TPA) is undertaking upgrades to the electrical switchboard equipment at Car Park 29 (CP29), located at 75 Holly Street and Car Park 43 (CP43), located at 2 Church Street. The main switchboard and electrical distribution equipment at both of car parks are over 40 years old and are past their service life, making these upgrades necessary.

Construction of the project is being carried out by Beckett Electrical Inc, with consultant services, including engineering design, tender preparation and contract administration, provided by AECOM Canada Ltd. (AECOM). Purchase Order No. (PO) 37520 was issued to AECOM on July 21, 2017 in the amount of \$34,000, including \$2,350 for disbursements and a further \$4,000 in contingency, excluding Harmonized Sales Tax (HST). Following changes to the scope of work at the engineering design stage, the total value of the contract with AECOM was increased by TPA on November 16, 2018 from \$34,000 to \$55,000, including \$4,500 as contingency, excluding HST. The amendment was captured in PO 38014. This amendment was completed outside of the authorities delegated to TPA under TPA Policy Resolution 5-10: Delegation of Authority.

Following the commencement of construction, TPA was provided with change orders by AECOM for unforeseen changes that occurred during the execution of the project by Beckett Electrical Inc., as well as additional consulting effort for coordination and contract administration due to the extended scope and project duration resulting from the Covid-19 pandemic. Additional scope items were also requested by TPA to address

the condition of emergency generators at both CP29 and CP43, which were found to be in poor condition. The additional costs associated with these changes amounts to \$117,600. A contingency of \$15,400 is also being requested, which will increase the total value of the purchase order to \$133,000, excluding HST.

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. Authority to amend the contract with AECOM is therefore being requested.

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 total value of the contract with AECOM Canada Ltd. for consultant services for Electrical Switchboard Upgrade at 75 Holly Street (Car Park 29) and 2 Church Street (Car Park 43) from \$34,000 to \$133,000, excluding Harmonized Sales Tax.

FINANCIAL IMPACT

PO 37520 was awarded to AECOM on July 21, 2017 in the amount of \$34,000, including \$2,350 for disbursements and a further \$4,000 in contingency, excluding HST. Following changes to the scope of work at the design stage, involving the inclusion of a new electrical room at CP29, the total value of the contract with AECOM was increased by TPA on November 16, 2018, from \$34,000 to \$55,000, including \$4,500 as contingency, excluding HST. PO 38014 was issued to AECOM to capture the updated value of consulting services. This amendment was completed outside of the authorities provided by TPA Board of Directors to TPA under TPA Policy Resolution 5-10: Delegation of Authority,

As a result of changes to the scope of work and schedule that have been triggered by construction of the project, TPA is requesting that the contract be further amended to include a new upside limit of \$133,000 for AECOM, including \$15,400 as a contingency allowance, excluding HST. A summary of the proposed contract amendments is provided in Table 1.

Table 1: Summary of Proposed Amendments to Consulting Services

Description	Cost
Original value of AECOM services under PO 37520 (A)	\$34,000
Increase in value of AECOM services captured under PO 38014 (B)	\$29,000
Requested increase in funding for AECOM to complete the work (C)	\$83,600
Requested contingency for AECOM (D)	\$15,400
New requested upset limit for AECOM services (A+B+C+D)	\$133,000

Sufficient funding for the requested amount is available under TPA's approved 2021 Capital Budget through TPA Captor Numbers TPA908406-12/TPA908368 and WBS numbers CPK372-16/CPK331-01.

DECISION HISTORY

PO 37520 was awarded to AECOM by TPA on July 21, 2017 in the amount of \$34,000, including \$2,350 for disbursements and a further \$4,000 in contingency, excluding HST.

Following changes to the scope of work at the design stage, involving the inclusion of a new electrical room at CP29, the total value of the contract with AECOM was increased by TPA on November 16, 2018, from \$34,000 to \$55,000, including \$4,500 as contingency, excluding HST. PO 38014 was issued to AECOM to capture the updated value of consulting services.

At its meeting of September 29, 2021, TPA Board of Directors authorized the President, Toronto Parking Authority, to increase the value of Toronto Parking Authority contract number 5000-240, as a result of operational changes to the scope of work, unforeseen site conditions, and generator rental from \$380,000 to \$564,500 net of all taxes and charges to Beckett Electrical Inc., to complete the work

<http://app.toronto.ca/tmmis/viewAgendaItemHistory.do?item=2021.PA26.8>

At its meeting on June 26, 2019, Toronto Parking Authority Board of Directors (Item PA7.4) granted authority to award the construction contract for the 2017 Electrical Switchboard Upgrade at 75 Holly St. (CP29) and 2 Church St. (CP43-C1) to Beckett, 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=2019.PA7.4>

COMMENTS

Electrical infrastructure improvements are being undertaken at TPA's CP 29 and CP43. The improvements will update and upgrade ageing elements of the electrical system to bring it up to current standards, mitigating potential future failures to allow safe operation and service to the general public at both car parks. The planned upgrades were recommended through a 2018 condition assessment that was carried out by AECOM.

Options for improving the electrical systems at both car parks were identified, with TPA then selecting a preferred repair option to proceed with. The design was then developed and tendered, with Beckett being awarded the contract for construction. Following findings during construction by Beckett, TPA was provided with change orders for unforeseen changes that occurred during the course of the project.

Construction of the upgrades to the electrical switchboard equipment at CP29 and CP43 is currently scheduled to be completed by the end of November 2021. The additional funding being requested, which will address the change in scope and schedule for AECOM that has been triggered by changes to Beckett's construction scope and schedule, will ensure that there are no further delays to the completion of the project.

Estimates for the change orders were provided by AECOM for TPA's review prior to the work being undertaken. TPA has reviewed and found the estimates to be reasonable. A summary of the change orders submitted by AECOM is provided in Table 1:

Table 2: Change Orders to AECOM's Consulting Services

Change Order No.	Description	Cost
1	Redesign to accommodate replacement of additional electrical switchboards at both carparks and addition of new electrical room at CP29.	\$21,000
2	Review of emergency generators at CP43	\$5,500
3	Additional fees for project impacts and schedule delays due to Covid-19	\$13,600
4	Electric vehicle (EV) charger feasibility study and design services for CP29 and CP43.	\$35,300
5	Review of emergency generator at CP29	\$8,200
Total Change Order Costs for Approvals (A)		\$83,600

Change Order No.	Description	Cost
	Original Approved Budget (PO 37520) (B)	\$34,000
	Additional Contingency Request (C)	\$15,400
	Total Requested New Upset Limit for AECOM (A+B+C)	\$133,000 + HST

Change Order No. 4 was provided at the request of TPA and involves the completion of a feasibility study, cost estimate and detailed engineering design required to determine the number of Electric Vehicle (EV) chargers that can be accommodated at CPs 29 and 43, and ultimately, the preparation of a tender package and provision of contract administration services for the installation of the EV chargers identified.

The contingency amount of \$15,400 is being requested to address the risks associated with Change Order No.4 that may arise during design and/or installation of the EV charger infrastructure.

CONTACT

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SIGNATURE

W. Scott Collier, President
Toronto Parking Authority