



TO: Chair and Members of the Finance & Facilities Committee

FROM: Christopher Mackie, Medical Officer of Health / CEO

DATE: 2018 September 06

LOCATION PROJECT – ARCHITECTURAL SERVICES

It is recommended that the Finance & Facilities Committee recommend that the Board of Health:

- 1) *Receive Report No. 036-18FFC: “Location Project – Architectural Services” for information; and*
- 2) *Approve entering into a single source contract with Endri Poletti Architect Inc. for the purpose of providing Architectural Services at Citi Plaza.*

Key Points

- The landlord at Citi Plaza, Avison Young and the Middlesex-London Health Unit are recommending to single source the contract for Architectural Services at Citi Plaza to Endri Polletti Architect Inc.
- Single source is being recommended in this instance as doing so will provide efficiencies in cost and time as well as streamlined communications to both the landlord and the Health Unit.
- The value of the contract is estimated to be \$468,000.

Background

The Middlesex-London Health Unit (MLHU) has entered into a Lease Agreement with Avison Young to lease space at Citi Plaza that will consolidate the two London offices located at 50 King Street and 201 Queens Avenue to one central location. One of the first priorities is the selection of an Architect to finalize designs and begin the construction process.

The Scope of Work for the Architect will include the following:

- 1) Pre-Design – Analysis of MLHU’s project brief and update of the Space Needs Assessment.
- 2) Schematic Design – Preparation of the preliminary design concept and two design iterations.
- 3) Design Development – Preparation of the detailed design concept based on the preliminary design developed.
- 4) Construction Documents – Preparation of construction documents which include specifications based on the detailed design.
- 5) Bidding or Negotiations – Preparation and response to tender documents.
- 6) Construction Contract Administration – Coordination with the Project Management Consultant and attendance at Site Meetings.
- 7) One Year Warranty – Follow up on outstanding issues post construction.

The Landlord has targeted Endri Poletti Architect Inc. as their Architect of choice. They have received a fair price for their work and are recommending to move forward with single source for Architectural Services. The recommendation to single source the Architect from both the landlord and the Health Unit has numerous benefits.

A single source contract will provide efficiencies in cost and time as well as streamlined communications to both the landlord and the Health Unit. A singular architect will also possess an improved understanding of the total project and implement checks and balances to ensure both sides are satisfied with the overall design and final outcome. The landlord has verified that their pricing is in line with industry standards. Furthermore, there may be an opportunity to review cost savings during the project to achieve concessions.

The cost received from Endri Polletti Architect Inc. (EPA) is \$468,000 to provide professional Architectural, Electrical, Mechanical and Plumbing Engineering. Negotiations have progressed over the last 3 weeks to ensure MLHU received competitive pricing for the services rendered. These costs were also verified against comparative projects of this value with the Ontario Association of Architects and industry professionals ([Appendix A](#)). This fee represents 9% of the overall budget which is significantly less than the 15.4% industry average.

The landlord has a long history of using EPA to complete work at Citi Plaza, therefore they have an intimate knowledge of the building. If a different architect were to be selected, they would have a very steep learning curve at this site. The space that will be occupied by the Health Unit is inhabiting areas which include: the original building from the 1960's; renovations that were done to Galleria Mall in late 1980's; and subsequent renovations when Citi Bank Cards arrived in the early 2000's.

The partnership between Avison Young, MLHU and EPA will work hard and serve the collective best interests. This was evident in their past working relationship and will add value to the overall process. The direct result is prioritized service to the project and any issues as they arise. EPA is a seasoned professional organization with experience of small to very large jobs. They have worked with Elgin St Thomas Public Health, The City of London, the Springbank Medical Centre, and the Nixon Medical Centre. Furthermore, the Health Unit will also benefit from EPA's ability to come to the site quickly and easily at a moment's notice. Additional benefits include an intimate knowledge of the contractors and a positive relationship with the City of London building permits department.

Next Steps

The Finance and Facilities Committee will receive continual updates on the status of key deliverables with respect to the Location Project. Efforts are underway to finalize competitive quotations for a Construction Project Manager to compliment the Architectural Services which will be presented at a future FFC meeting.

This report was prepared by the Healthy Organization Division.



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On behalf of Christopher Mackie, Medical Officer of Health / CEO