

**Item No. 10.1.3**  
**Halifax Regional Council**  
**June 18, 2013**

**TO:** Mayor Savage and Members of Halifax Regional Council

Original Signed by

**SUBMITTED BY:**

Mike Labrecque, Acting Chief Administrative Officer

Original Signed by Director

Jane Fraser, Director, Planning and Infrastructure

**DATE:** May 15, 2013

**SUBJECT:** Award - Tender No. 13-150, Highfield Transit Terminal

**ORIGIN**

- Approved 2013/2014 Project Budget, Supplemental Report, page F12 (Metro Transit).

**LEGISLATIVE AUTHORITY**

HRM Charter: Section 79, Halifax Regional Council may expend money for municipal purposes. Administrative Order #35, the Procurement Policy, requires Council to approve the award of contracts for sole sources exceeding \$50,000 or \$500,000 for tenders and RFP's.

The following report conforms to the above Policy and Charter.

**RECOMMENDATION**

It is recommended that Halifax Regional Council:

- 1) Approve the transfer of funds to Project No. CB000018 – Highfield Terminal Upgrade, in the amount of \$275,000.00, from Project No. CB200428 - Transit Terminals Upgrade & Expansion;
- 2) Award Tender No. 13-150 to the highest scoring proponent, Dexter Construction Company Limited, for a Total Price of \$1,527,320.61 (net HST included), with funding from Project No. CB000018 – Highfield Terminal Upgrade, as outlined in the Financial Implications section of this report; and

**(Recommendations continued on next page)**

- 3) Increase P.O. #2070577711 by \$25,000 (with net HST included) to exp Architects Inc., for Contract Administration services, with funding from Project No. CB000018 – Highfield Terminal Upgrade, as outlined in the Financial Implications section of this report.

## **BACKGROUND**

The existing Highfield Transit Terminal in Dartmouth is in poor condition, and an upgrade is important to maintaining HRM's transit infrastructure in a state of good repair. As such, resurfacing and rebuilding the existing terminal was identified in the Metro Transit's 2013/14 Annual Service Plan, for completion in 2013. The upgraded terminal will be in the same location as the existing terminal but will include improved exterior passenger waiting areas, a new more modern appearance, and a building to serve as an Employee lobby and washroom. These upgrades will be an asset to Metro Transit, and will allow more flexibility with routing and scheduling of transit services, while improving the experience for passengers and staff.

## **DISCUSSION**

Funding for the Highfield Transit Terminal project was originally included in the 2012 budget request for 2013 Fiscal Year, under Project No. CB200428, Transit Terminals Upgrade & Expansion. To simplify tracking of project costs, Project No. CB000018, Highfield Terminal Upgrade, was created in the 2013 budget process. The transfer of funds from Project No. CB200428 to Project No. CB000018, will allow for more transparent cost tracking.

Tender No. 13-150, Highfield Transit Terminal, was advertised on the Province of Nova Scotia Tenders Website and closed on Wednesday, May 15, 2013. A mandatory site meeting was held on April 24, 2013.

Two (2) tender submissions were received.

<b>Name of Company</b>	<b>Lump Sum Price (before net HST)</b>	<b>Total Price (net HST included)</b>
Dexter Construction Company Limited *	\$1,464,550.00	\$ 1,527,320.61
Ocean Contractors Ltd.	\$1,550,000.00	\$ 1,616,433.00

**\*recommended bidder**

### ***Scope of Work and Schedule:***

The scope of work for this tender consists of the demolition of the existing terminal, construction of a new building, and civil work.

It is anticipated that work will commence within three weeks of the tender award and take approximately 6 months to complete.

exp Architect Inc. has submitted a fee proposal for \$15,912.75, plus net HST, in the amount of \$682.02, for a total cost of \$16,594.77, for Contract Administration services. This service was not included in exp Architect Inc's original scope of work for the terminal.

**FINANCIAL IMPLICATIONS**

Based on the bid price of \$1,464,550.00, plus \$62,770.61 net HST, for a total Project Cost of \$1,527,320.61, funding is available in Project No. CB000018 - Highfield Terminal Upgrade. The budget availability has been confirmed by Finance.

Budget Summary:	<b>Project No. CB200428 - Transit Terminals Upgrade &amp; Expansion</b>	
	Cumulative Unspent Budget	\$ 677,822.04
	<b>Less: transfer to CB000018</b>	<b><u>\$ 275,000.00</u></b>
	Balance	\$ 402,822.04

Budget Summary:	<b>Project No. CB000018 – Highfield Terminal Upgrade</b>	
	Cumulative Unspent Budget	\$ 1,500,000.00
	<b>Add: Transfer from CB200428</b>	<b>\$ 275,000.00</b>
	<b>Less: Tender No. 13-150</b>	<b>\$ 1,527,320.61 *</b>
	<b>Less: Increase to PO #2070577711</b>	<b><u>\$ 25,000.00</u></b>
	Balance	\$ 222,679.39

\* This project was estimated in the Approved 2013/14 Project Budget at \$1,500,000.

The balance of funds in Project No. CB200428 will be used for the remaining commitments identified. The balance of funds in Project No. CB000018, will be used for Furniture, Fixtures, and Equipment (FF&E) for the facility.

**ENVIRONMENTAL IMPLICATIONS**

Implications not identified.

**ALTERNATIVES**

Halifax Regional Council may choose not to approve this recommendation; however, this project has been identified as a priority by Metro Transit.

**ATTACHMENTS**

None

