

Municipality of East Ferris

Report to Council

Report No.: CAO-2019-02

Date: November 26, 2019

Originator: Jason Trottier & Paul Gervais – Steering Committee Members

Subject: Project Manager/Owner Representative for East Ferris Municipal Office
and Fire Hall Project

RECOMMENDATION

That Council approve contracting Gregg Kanmacher Consulting as the Project Manager/Owner Representative for the New East Ferris Municipal Office, Fire Hall and Community Infrastructure project.

BACKGROUND

As indicated in the Request for Proposal (RFP) for the New Municipal Office, Fire Hall and Community Infrastructure Project, the Municipality needs to hire a Project Manager to oversee the project and represent the municipality's interests. Council directed staff to interview interested parties. Staff interviewed two candidates: Dave Smits of Induspec Engineering and Gregg Kanmacher of Gregg Kanmacher Consulting.

ANALYSIS/OPTIONS

A Project Manager/Owner Representative must be hired as soon as possible to help oversee the project for the municipality as weekly meetings have commenced. Due to the aggressive schedule put forward in our RFP, we want to ensure that we remain on schedule and delays are not caused by the Municipality.

Both consultants interviewed by staff have the suitable experience needed to oversee our project. They are both are local firms and have been involved in many projects in our area and beyond. Their qualifications exceed what is required for a project of our scale. Both consultants have different approaches and contributions to make.

In terms of pricing proposals, both firms offered several billing options for their services. The candidates submitted hourly fees for Phase 1 (design phase) and a monthly fee for Phase 2 (construction) of the project. In looking at hourly billing rates, the rate difference was substantial enough when considering the potential number of hours that the Project Manager

may be involved on our project. In the end our decision is to hire Gregg Kanmacher Consulting. The decision came down to pricing.

FINANCIAL IMPLICATIONS

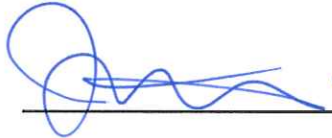
Based on the pricing received, we are looking at Project Management costs in the range of \$120,000 to \$140,000 for Phases 1 and 2 of the project.

Respectfully Submitted,

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Paul Gervais
Chief Building Official

I concur with this report and recommendation.

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Jason Trottier, BBA, CPA, CMA
CAO/Treasurer