



# Staff Report to Council

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**DATE: Monday, April 15, 2024**

**DEPARTMENT: Finance**

**SUBJECT: RCMP Facilities Expansion Project – IPD Advisory Services contract award**

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## EXECUTIVE SUMMARY:

The purpose of this report is to seek Council's approval to award the contract for IPD (Integrated Project Delivery) Advisory management services for the RCMP Facilities Expansion Project contract. The validation budget presented in the Spring of 2023 projected a total budget of \$1,200,000 to advance the RCMP Facilities Expansion Project to the end of the project validation stage. The selected IPD Advisory services company's budget is within that amount. Projects costs will be prorated amongst the owner municipalities at approximately View Royal 16%, Colwood 24%, and Langford 60%.

Staff recommends that Council approve the contract award to Colliers Project Leaders for the IPD Advisory services for the RCMP Facilities Expansion project. Colliers Project Leaders, chosen after a thorough review by the selection committee, aligns with the City's objectives and has the expertise required for the project. Awarding these services will progress the project toward the successful construction of the RCMP Detachment Expansion. The Colliers proposal is based on hourly rates to a total proposed budget of \$296,940.

## BACKGROUND:

The City of Langford, on behalf of the three owner municipalities (City of Langford, City of Colwood and the Town of View Royal), released a public invitation Request for Qualifications (RFQ) to provide IPD Advisory services for the design and construction of the RCMP Facilities Expansion Project. The City's have selected an IPD approach for the design and construction and now require an IPD team to oversee the project delivery from contract preparation through construction.

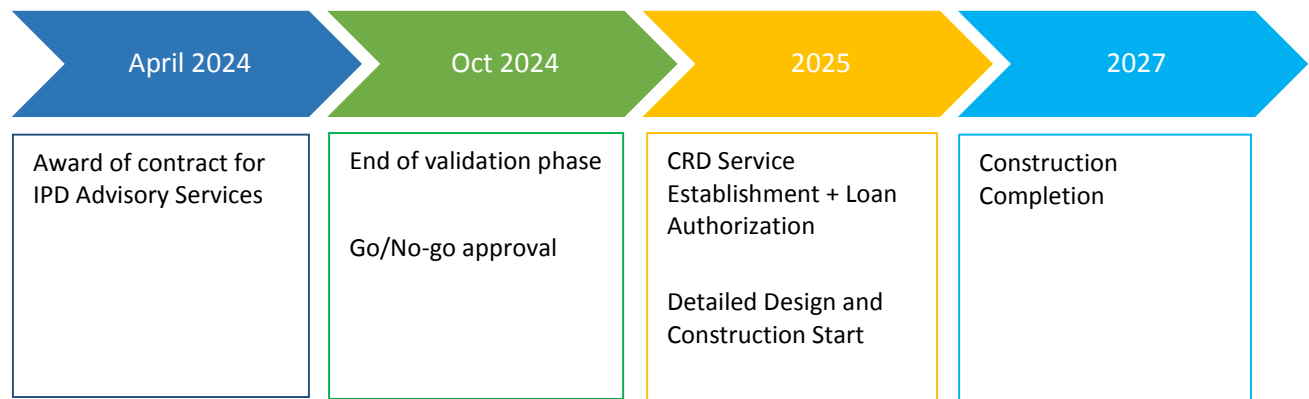
Two proponents submitted RFQ's, and a selection committee comprised of Chief Administrative Officers from the three municipalities reviewed the RFQ submissions to establish a successful proponent. The selected proponent for IPD Advisory services is Colliers Project Leaders.

The weighted objectives table for scoring the bid proponents included proponent experience/expertise/project team (60%), methodology (30%), thought innovation/value-add (10%). This criterion was outlined in the RFQ for proponents to follow in crafting their submissions. Following

individual review and scoring, the selection committee met to perform a group review of the selected proponents, discuss each of the RFQs proposed services and strengths in the given criteria, and objectively weigh the scoring of each proponent under the RFQ evaluation criteria. The result of this evaluation selected Colliers Project Leaders proposal as the top ranked qualified proponent for the IPD Advisory services for the RCMP Detachment Expansion.

**COMMENTARY:**

The IPD process, as outlined below, results in a detailed validation report that captures output for ‘Go/No Go’ approval by the owners. The design and content of the validation report is developed by the IPD team and contains sufficient detail to validate this specific project to proceed. This report will reflect at a minimum, the base target cost, contingency, risk, schedule, and all related details that reflects the team’s commitment to successfully meeting all targets identified. The validation report will potentially form part of future contract documents.



**FINANCIAL IMPLICATIONS:**

The validation budget presented in the Spring of 2023 projected a total budget of \$1,200,000 to advance the RCMP Facilities Expansion Project to the end of the project validation stage. The successful IPD Advisory services company’s budget is within that amount. Projects/costs will be prorated amongst the cities with View Royal at 16%, Colwood at 24%, and Langford at 60%.

The overall target budget for the RCMP Facilities Expansion Project is estimated at approximately \$82,000,000. This approval only supports the project validation stage. The project validation report will determine the adequacy of the target budget to achieve the desired scope. Council will receive the project validation report in the 3<sup>rd</sup> quarter of 2024, and together with View Royal and Colwood, will determine “go” or “no go” on this project.

If the decision by the three Councils is “go”, this will be followed by a borrowing approval process through the Capital Regional District, which is expected to be complete at the end of March 2025. If the project successfully completes the validation stage, together with borrowing approval, then construction will begin April 2025, with occupancy in 2027.

**OPTIONS:**

**Option 1**

THAT Council award the Integrated Project Delivery (IPD) Advisory Management Services contract for the RCMP Facilities Expansion Project to Colliers Project Leaders;

AND

THAT Council authorize the Mayor and the Chief Administrative Officer, or designate, to sign the Agreement for Services contract with the proponent for this work.

**OR Option 2**

THAT Council not award the Integrated Project Delivery (IPD) Advisory Management Services contract for the RCMP Facilities Expansion Project.

**SUBMITTED BY: Michael Dillabaugh, CPA, CA, Director of Finance**

- Concurrence:** Donna Petrie, Senior Manager of Communications & Economic Development
- Concurrence:** Yari Nielsen, Director of Parks, Recreation and Facilities
- Concurrence:** Matthew Baldwin, MCIP, RPP, Director of Planning and Subdivision
- Concurrence:** Leah Stohmann, RPP, MCIP Director of Community Planning and Climate Change
- Concurrence:** Katelyn Balzer, P.Eng., Director of Engineering and Public Works
- Concurrence:** Marie Watmough, Director of Legislative and Protective Services
- Concurrence:** Braden Hutchins, Deputy CAO
- Concurrence:** Darren Kiedyk, Chief Administrative Officer