

City of Mississauga  
**Corporate Report**



<p>Date: June 9, 2020</p> <p>To: Chair and Members of Budget Committee</p>	<p>Originator's files:</p>
<p>From: Shari Lichterman, CPA, Commissioner of Community Services</p>	<p>Meeting date: June 24, 2020</p>

## Subject

**Park Development - Use of Consultants**

## Recommendation

That the Corporate Report entitled "Park Development – Use of Consultants" dated June 9, 2020 from the Commissioner of Community Services be received.

### Report Highlights

- Park Development staff was asked to provide information on consultant fees and criteria for capital projects
- Park Development procures consultants to prepare detailed design documents prior to tender which require engineering and other technical expertise as well as in other circumstances
- Approximately 23% of Park Development projects utilize consultants at an average cost of 10% of total project cost
- Consultant fees in 2019 totalled \$1,700,000 for Park Development projects

## Background

Councillor Saito requested more information on consulting fees for capital projects in Park Development. The Park Development Section provides comprehensive services on capital development and lifecycle replacement and repair projects related to Parks and Open Space, Park Facilities, Park Bridges, Park Trails & Multi-use Recreational routes and Community Centre open spaces.

## Comments

Park Development's primary role is to contribute to the [City's Strategic Plan](#) through the new development or redevelopment of parks & associated park facilities including maintaining existing infrastructure service levels through scheduled lifecycle repairs and forecasts. Park Development's expertise lies in:

- Project Management and financial stewardship for capital projects;
- Master Planning, Visioning, Conceptual & Detailed Design;
- Continuous Improvement and Innovation in Design Standards,
- Construction, Contracts & Administration and project closeout

The majority of Capital projects are carried out 'in-house' by professional staff consisting of Landscape Architects & Landscape and Engineering Technicians while some projects require the expertise of multi-disciplinary consultant teams.

Consultant teams are hired for capital projects requiring professional expertise in multiple areas to deliver projects under the management of Park Development staff thereby allowing the delivery of multiple, concurrent Council priorities. Consultant team expertise lies in:

- Pre-Engineering background studies and site investigations
- Legislated project processes, approvals and project complexities
- Indigenous project consultations and heritage archaeology
- Environmental Impact and assessment
- Detail design, engineering and subject matter specialists required for permitting, approvals & tendering
- Construction compliance and certification by "Qualified Persons"
- Time constraints and professional liability based on project complexity
- Delivery of grant or higher ordered government sponsored projects under tight timelines

Examples of in-house projects carried out by Park Development staff without consultants include:

- Conceptual design including facility fit exercises
- Site planning
- Trail reconstruction
- New & redevelopment sport courts, playgrounds, outdoor fitness, skate parks, shelters, artificial turf projects, horticultural planting projects, specialty projects, 2017 CIP 150 Canada Infrastructure Program and 2017 PTIF Public Transit Infrastructure Funding.
- Cross departmental collaboration with T&W and F&PM for design in park standards
- Project investigations concepts & 3D visualization as requested by Ward Councillors

Examples of projects where Park Development would require the involvement of a consultant team include:

- Major Park Development: (ie. Scholars Green, Park 459 Sports Park, Willow Glen)
- Master Planning: (ie. Paul Coffey Master Plan, Pinnacle Lands Park, M-City Parkland)
- Park Redevelopments: (ie. Pheasant Run, Port Credit Memorial)
- Specialty area park facilities: spray pads, synthetic track & artificial turf fields, bridges, retaining walls and shoreline repairs and projects requiring building permits or structural analysis.

Staff have reviewed Park Development consulting and construction expenses with the assistance of Financial Services and present the following statistics from 2018 and 2019.

<b>Park Development Project Statistics</b>			
<b>Project Statistics</b>	<b>2018</b>	<b>2019</b>	<b>Average</b>
Total Number of Projects	211	280	245.5
Number of Projects using Consultants	52	58	55
<i>% of Projects Using Consultants</i>	25%	21%	23%
<i>% of Projects completed by City Staff</i>	75%	79%	77%
<b>Capital Spending (\$'000)</b>			
Construction	\$ 9,800	\$ 14,800	\$ 12,300
Consulting	\$ 1,100	\$ 1,700	\$ 1,400
<b>Total Spending</b>	<b>\$ 10,900</b>	<b>\$ 16,500</b>	<b>\$ 13,700</b>
Total Budget	\$ 12,600	\$ 12,800	\$ 12,700
<i>% of projects spent on consulting</i>	10%	10%	10%

The Park Development section strives to minimize the need for consulting services for efficiencies in capital spending and to maximize funding available for the construction of city wide projects. Over the past two years, the number of projects requiring consulting services was less than 25% of the Park Development work plan. The average annual percentage of spending on consulting services was 10% of construction costs in Mississauga as compared to municipal comparators at 15% to 20%.

## **Financial Impact**

There are no financial impacts resulting from the recommendation in this report. In 2018 Park Development spent \$1,100,000 and in 2019 1,700,000 on consulting fees associated with projects.

## Conclusion

Staff have prepared a review of spending on consulting services from 2018 to 2019 which found that on an annual basis 75% of Park Development projects are designed and managed in-house which minimizes the need for consultants.



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Shari Lichterman, CPA, Commissioner of Community Services

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