

City of Mississauga Corporate Report



<p>Date: March 2, 2020</p> <p>To: Mayor and Members of Council</p> <p>From: Paul Mitcham, P.Eng, MBA, Commissioner of Community Services</p>	<p>Originator's files:</p> <hr/> <p>Meeting date: April 1, 2020</p>
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Subject

Request to Increase Contract with Dillon Consulting for the Fire and Emergency Services Comprehensive Risk Assessment and Risk Reduction Plan, Procurement No. FA.49.543.16.

Recommendation

That the Purchasing Agent be authorized to increase the contract with Dillon Consulting (Procurement No. FA.49.543-16) to include work required to accommodate service level modelling and information acquired through the Fire Station Building Condition Audit by an amount of \$144,025.56, to a revised total contract value of \$472,170.56.

Background

In 2016 Mississauga Fire and Emergency Services (MFES) retained Dillon Consulting through a competitive bid process (Procurement No. FA.49.543-16) for consulting services to undertake a Comprehensive Risk Assessment which included two (2) phases: Phase 1: Community Risk Identification and Phase 2: Community Risk Reduction Plan. The goal of the project was to identify all of the existing community risks, undertake a gap analysis to identify risks related to fire and emergency services in the City of Mississauga and provide recommendations that included risk mitigation strategies and associated corrective actions. Dillon was the only bidder.

Comments

This report is seeking authority from Council to increase the contract with Dillon Consulting in accordance with the Purchasing By-Law #374-2006, which requires Council approval for increases that exceed 20% of the original contract value. There are sufficient funds remaining in the capital budget to accommodate the proposed increase to the contract. No additional funding is required.

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The original scope was to include a longer term infrastructure plan (Infrastructure Renewal Strategy) that included a station location study that would help to inform the 10 year capital budget process. The scope of the project was broadened to include the following:

1. New fire station modelling to demonstrate fire station incremental improvement to meet identified service levels; and
2. The recommendations of an independent Building Condition Audit (BCA) that was completed on all of the existing fire stations.

This was done with the intention to provide more comprehensive costing to inform the budget. The addition of this information required Dillon to adjust the existing station location modelling and facility rating calculations to reflect the new information from the BCA.

The BCA was completed to determine the current condition and scope of work required to meet applicable health and safety, building and fire code accessibility and operational requirements for each fire station. Dillon Consulting used the BCA to update the Fire Infrastructure Renewal Strategy (FIRS) and subsequent recommendations related to station location, renovations and relocation. The objective of the studies that have been completed is to be able to provide all of the information required to understand MFES long term infrastructure needs.

Given the proprietary nature of the data and work that Dillon Consulting has already completed, it would not be feasible or economical to award this work to another vendor.

Financial Impact

There are no budget impacts resulting from the recommendation in this report. There are sufficient funds remaining in capital PN 17264 and PN 14251 to accommodate the proposed increase. No additional funding is required. The original and revised contract amounts are summarized in the table below:

Contract Item	Original Contract Value	Change Order #1	Change Order #2	(Change Order #3)
Phase 1	\$158,680.00			
Phase 2	\$89,310.00	\$10,000 Additional station location modelling (City-wide 4 mins @ 90%)	\$20,000 Additional station location modelling (City-wide 4 mins @ 85% and 75%)	\$144,025.56 Inclusion of Building Condition Audit
Contract Value	\$297,588.00	\$308,145.00	\$328,145.00	\$472,170.56

Conclusion

An increase to the existing contract with Dillon Consulting is required for the completion of this project. The original contract with Dillon Consulting was established through a competitive bid process with Dillon Consulting being the sole bidder. Dillon Consulting continues to represent value for money and is resourced to accommodate this additional work. Council approval is required according to the Purchasing By-law as this increase will exceed 20% of the original contract value.

Attachments

Appendix 1: 2016 Comprehensive Risk Assessment Statement of Work



Paul Mitcham, P.Eng, MBA, Commissioner of Community Services

Prepared by: Tracey Martino, Executive Officer