



Staff Memo

Report To: South Huron Council
From: **Dan Best, Chief Administrative Officer/Deputy Clerk**
Date: September 4 2018
Report: CAO 2018-16
Subject: Dashwood Community Centre Project

Recommendations:

That the memo of Dan Best, Chief Administrative Officer dated September 4, 2018 regarding the Dashwood Community Centre project be received.

Purpose:

Information and Update

Background and Analysis:

At the August 13, 2018 Council meeting, the results of the Request For Tender (RFT) were presented that were significantly overbudget.

Council was advised that Staff would coordinate a meeting with our partner (the Municipality of Bluewater) and meet with the Advisory Committee to discuss next steps and possible options.

Staff met with Bluewater staff on August 14th and the Advisory Committee on August 27th. Both were advised of the challenges surrounding this project related to design/costs and the decision-making limitations of Council due to the "lame-duck provisions. As a result, an alternative approach was presented to Bluewater staff and the Advisory Committee that would fall within the budget parameters of the project.

The following outlines the next steps to allow for the main elements of the project to be completed this Fall:

- A Request for Proposal (RFP) will be issued for the design and construction of the project highlighting the upset limit of the project at \$120,000.
- The scope of the project will be for the washroom renovations and re-design to meet accessibility standards. In addition, the requirement will be to remain within the existing footprint of the building and not have an impact on the hall section of the building.
- A Review committee will consist of the South Huron CAO, Bluewater staff member and a member of the Advisory Committee. Final report back to Council(s)

Financial Impact:

There are no financial implications as a result of the actions outlined in this report. The construction budget for this project has been established at \$120,000. It should be noted that a commitment of \$30,000 has been established by the Dashwood Men's Club.

A more detailed quotation was requested and received to validate 120,000.00 as a construction budget. A revised scope did come back at \$125,000 however the budgeted amount of \$120,000 should be achievable.

It should be noted that the capital expenditures for this facility are cost-shared with the Municipality of Bluewater (54:46). The following table outlines the breakdown of funding for the project:

South Huron Cost Share Construction Costs		Bluewater Cost Share by Bluewater) Construction Costs	
Source	Amount	Source	Amount
Levy Carry-over	\$21,600	Bluewater	\$55,200
Reserves	\$43,200		
Less Contribution	(-15,000)	Less Contribution	(-15,000)
Total	\$49,800	Total	\$40,200

Legal Impact:

There are no legal implications as a result of the actions outlined in this report.

Staffing Impact:

There are no staffing implications as a result of the actions outlined in this report.

Policies/Legislation:

None

Consultation:

Municipality of Bluewater Staff
Dashwood Hall Advisory Committee

Related Documents:

None

Respectfully submitted,

Dan Best, Chief Administrative Officer/Deputy Clerk