



## Corporation of the Township of Brock

### Staff Report to the Mayor and Members of Council

**From:** Wayne Ward

**Position:** Director Parks, Recreation and Facilities

**Title / Subject:** Foster Hewitt Memorial Community Centre Auditorium Tender Results

**Date of Report:** January 21, 2025

**Date of Meeting:** February 10, 2025

**Report No:** 2025-PRF-002

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#### 1.0 Issue / Origin

As part of the agreement with the Beaverton Lions Club for the Foster Hewitt Memorial Community Centre auditorium, a renovation of the kitchen and bar area to better suit the needs of the Lions Club and other renters was approved by Council. The tender results for this project have been received and all bids received exceed the budgeted amount.

#### 2.0 Background

The Director of Parks, Recreation and Facilities met with the Beaverton Lions Club and Doug McLaughlin from Barry Bryan Associates to determine the scope of work for the expansion and renovation of the kitchen and bar areas in the auditorium of the Foster Hewitt Memorial Community Centre. The designs were completed, reviewed, amended and approved. The drawings and scope of work were posted through Bids and Tenders and there were thirteen bids submitted to the Township.

#### 3.0 Analysis

All thirteen bids received were in excess of the approved budget amount of \$80,000. The bid results are included as an attachment to this report. These bids did not include any new appliances as these would be put out for tender separately once a contractor was in place. The appliances are approximately \$22,000 for commercial coolers, freezer, dishwasher, ice maker and ranges.

Staff have met with the Beaverton Lions Club to discuss this shortfall and through these discussions it was determined that amendments to the list of appliances would be suitable. It was agreed that the ice maker could be eliminated and replaced with a residential style freezer unit along with eliminating the double door commercial freezer in the kitchen area and replacing with a single residential style freezer unit. This would leave some space in the kitchen for possible expansion of another freezer unit or an additional residential style refrigerator. Changing the range from a commercial style unit to two residential style units will also provide cost savings. The above changes reduce the \$22,000 for appliances down to approximately \$12,000.

The Lions Club was advised of the shortfall in funding and a suggestion of an additional \$5,000 donation from the club to be put towards this project was brought forward.

The Beaverton Lions Club presented this to their Executive Committee and provided a written response, which is attached.

The response included involvement in the appliance selection, increased facility use from three uses per year to five uses per year (for events) to the end of their agreement. This would include being able to hold their annual Elimination Draw this year on Saturday September 20, 2025. There is also a request for recognition of partnership for the renovation and a request for improved WIFI access in the auditorium. The increased number of dates would require amending the current agreement.

#### **4.0 Related Policies / Procedures**

Procurement Bylaw 3148-2022

#### **5.0 Financial / Budget Assessment**

The overall budget for the project, excluding appliances is \$80,000. This is funded by a donation of \$30,000 from the Beaverton Lions and the remaining \$50,000 from the Beaverton Arena Reserve. There is also \$8,931 remaining from 2023 budget for arena repairs (total budget \$88,931.40). The lowest bid submitted by Mazand Rah Borna Canada Inc. was \$94,557.00 + HST (\$106,49.41). Taking into consideration the Township's HST credit the project cost amounts to \$96,221, which is \$7,289.60 over budget.

In addition, the cost of new appliances are estimated at approximately \$12,000 + HST (\$12,211.20), which is not included in the scope of the renovation. Combined, this leaves an overall shortfall of approximately \$19,500.80 that is currently unfunded.

To date, in 2024, a further \$14,958.72 (including net HST) has been spent on architectural designs.

Through previously approved capital budgets there is approximately \$21,800 available from Foster Hewitt Maintenance and Beaverton Arena Lighting capital projects from 2020 and 2022.

If the previously approved funding for the two capital projects is re-allocated towards the Foster Hewitt Memorial Community Centre auditorium project, there is still a shortfall of approximately \$12,659.32. Staff have requested a further donation of \$5,000 from the Lions Club to reduce the unfunded amount to \$7,659.32 which could be funded from the Beaverton Arena Reserve if no further savings are achievable.

The Beaverton Lions Club currently have a ten-year agreement with the Township which allows them to use the auditorium for three monthly meetings and up to three special events per year. In exchange the Lions Club gave the Township \$30,000 for the auditorium renovation and \$10,000 for rent (approximately \$1,000 per year including HST). Based on usage and current rates, the actual rent in 2024 would have been approximately \$4,079 plus HST.

For the increased donation of \$5,000 towards this project, the Lions Club have requested use of the entire facility for an additional two special events per year, for a total of five plus continued monthly meetings for the remaining eight years of the agreement. Depending on the length, these additional special events could result in thousands of dollars of foregone revenue per year for the Township for the rest of the agreement.

## **5.1 Asset Management**

This project makes substantial improvements in the Foster Hewitt Memorial Community Centre auditorium and will extend the life span of this part of the facility.

## **6.0 Climate Change Impacts**

There are minor climate impacts due to this project. The removal of flooring containing non-friable asbestos, removal of fluorescent lighting which contain mercury and other components in the ballasts both have a minor impact to the environment.

The installation of new commercial grade appliances and equipment may provide improved food safety and reduced energy consumption due to improved refrigeration systems and the introduction of a commercial high temperature dishwasher.

## **7.0 Communications**

This report is published on a public agenda and no additional communications are required.

## **8.0 Conclusion**

With the lowest bid exceeding the budgeted amount and adding approximately \$12,000 for appliances and utilizing other capital funding already assigned to the Foster Hewitt Memorial Community Centre there is a shortfall of approximately \$12,659.32. If the proposed donation is accepted from the Beaverton Lions Club for \$5,000 and is applied to the project, the overall short fall is approximately \$7,659.32.

Staff can work with the contractor to descope the project to try to bring the project down to within the available funds, but this is likely to impact the final outcome of the project.

Staff along with the Lions Club may be able to compromise on the appliances selected which may also reduce the funding required for the appliances.

All avenues to bring this project to within the budgeted amount including the transfer of funds from other capital projects associated with the Foster Hewitt Memorial Community Centre as well as the proposed additional donation from the Beaverton Lions Club will be explored.

## **9.0 Recommendation**

BE IT RESOLVED THAT report 2025-PRF-002, entitled “Foster Hewitt Memorial Community Centre Auditorium Tender Results, be received; and

That Council approve the re-allocation of approximately \$21,800 from the Foster Hewitt Maintenance and Beaverton Arena Lighting capital projects, previously approved in 2020 and 2022, to the Foster Hewitt Memorial Community Centre auditorium project; and

THAT Council direct staff to work with the Beaverton Lions Club to select the appliances and to proceed with purchasing the specified appliances as soon as possible to ensure that the appliance pricing does not increase; and

THAT Council direct staff to have a plaque created and installed upon completion recognizing the partnership with the Beaverton Lions Club and the Township of Brock for the renovation of the kitchen and bar area of the auditorium; and

THAT Council gratefully accepts the additional contribution of \$5,000 from the Beaverton Lions Club and allows the Beaverton Lions Club to make up any meetings that were not held due to the construction at no cost; and

THAT Council respectfully denies the request for 2 additional free use events per year to the end of the current agreement as requested;

THAT staff continue to investigate options for improved WIFI capabilities within the Foster Hewitt Memorial Community Centre and to bring forward a report to Council in regards to this component of this agreement as soon as practicable; and

THAT Council approve the additional funding required to complete the project as designed in the amount of approximately \$7,659, be funded from the Beaverton Arena reserve, taking into consideration the additional contribution from the Beaverton Lions, and

THAT Council award the contract to the lowest bidder Mazand Rah Borna Canada Inc., and authorize the Mayor and Clerk to enter into an agreement; and

THAT Council direct staff to arrange for this work to be initiated at a time mutually agreed to with the Lions Club and the Township staff.