



## Committee of Whole

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**Meeting Date:** August 10, 2021  
**Submitted by:** Brent Kerwin, Strathmere Lodge Administrator  
**SUBJECT:** APPROVED CAPITAL BUDGET PROJECT – HVAC UPGRADES

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### **BACKGROUND:**

Strathmere Lodge was re-built in 2006. The Heating Ventilation and Air Conditioning (HVAC) System solution implemented at the time falls short on really hot, humid days, when certain areas of the second floor are not sufficiently cooled as per some resident/family member concerns.

The Lodge saw an opportunity to remedy the cooling system deficiency noted above by submitting an application for funding from the Investing in Canada Infrastructure Program (ICIP). The application was successful and resulted in approval to fund 100% of the costs (\$2,235,000) to substantially upgrade The Lodge's HVAC system, including:

1. Replacing three (3) roof mounted custom heat recovery handling units;
2. Replacing another nine (9) roof top units;
3. Upgrading the Building Automation System; and
4. Adding supplemental cooling units.

County Council approved this HVAC Project as a 2021 capital budget project.

### **ANALYSIS:**

The ICIP timeframes to implement the HVAC project are tight; the project must be "substantially complete" by no later than December 31, 2021.

To that end, The Lodge wishes to contract with Whitty Stallaert Engineering (WSE) of Komoka in order to:

1. Provide Mechanical and Electrical expertise;
2. Coordinate with a Structural Engineering Consultant; and
3. Provide Construction Administration Services (including assisting with the tendering process consistent with The County's Purchasing Policy).

Approving the services of WES does not impact the ICIP funding, even though we will not have gone through the normal competitive process for this consulting service.

**FINANCIAL IMPLICATIONS:**

Approved ICIP funding provides for \$25,000 in Professional Fees, further to the recommendation below.

**ALIGNMENT WITH STRATEGIC FOCUS:**

This project substantially improves The Lodge's HVAC system minimizing the need for future HVAC investment, while remedying the cooling deficiencies of the past in order to ensure that Strathmere Lodge continues to provide service excellence for the residents of The Lodge and the citizens of Middlesex County.

**RECOMMENDATION:**

That Council approve The Lodge entering into an agreement with Whitty Stallaert Engineering to oversee the ICIP funded HVAC Project at a cost of \$43,000 before taxes and additional fees/disbursements.

Attachment



**Whitty Stallaert Engineering**

22870 Komoka Road, Komoka Ontario, N0L 1R0  
t 519.914.1811 www.wseng.ca

July 13, 2021

WSE# 20028.01

**Strathmere Lodge**

599 Albert Street  
Strathroy, Ontario  
N7G 3J3

**Attention:** John Fournier, Environmental Services Manager

**RE: HVAC Upgrades - Revised Fee Proposal**  
**599 Albert Street, Strathroy, Ontario**

Dear John:

Further to our discussion and upon work completed on this project to date, our revised fee proposal for engineering services is as follows:

**Our understanding of the project(s):**

Confirmed scopes of work are as listed below:

1. Project Description #1 - Replace existing three (3) roof mounted custom heat recovery air handling units that service resident suites with enhanced units that include increased filtration efficiency. Corresponding air distribution systems are to be rebalanced.
2. Project Description #2 - Replace existing nine (9) packaged rooftop units that serve ancillary spaces throughout the building with enhanced units capable of increased ventilation rates and increased filtration efficiency. Corresponding air distribution systems are to be rebalanced.
3. Project Description #3 – Building Automation System (BAS) upgrade of existing Variable Volume/Temperature (VVT) HVAC systems to modernize control of air system zoning corresponding to new packaged rooftop unit installation. BAS integration of new heat recovery units. BAS integration of new supplemental cooling units.
4. Project Description #4 – Add supplemental direct expansion (DX) split cooling units for resident wings.

**Scope of services:**

1. Mechanical and electrical services, including:
  - a. Mechanical and electrical engineering for design, and preparation of tender drawings and specifications.
  - b. Preparation of mechanical and electrical permit drawings as required.



2. Coordination with the structural engineering consultant for installation of outdoor roof mounted air handling units as applicable.
3. Construction Administration Services, including:
  - a. Assistance with project tendering and review of bids.
  - b. Assistance with permit submission if required.
  - c. Facilitation of construction meetings.
  - d. Shop drawing review.
  - e. Progress draw review and general review during construction.
  - f. Review of project closeout documents.

**Fee:**

Mechanical and Electrical Design Services	\$ 20,000.00
Construction Administration	\$ 6,500.00
Structural Engineering Services	\$ 16,500.00
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Total fee:	\$ 43,000.00

- HST is extra to the above amounts.
- Monthly invoices shall be submitted based on the progress of the work.
- Scope of services additional to above will be identified and invoiced at hourly rates as indicated

**Additional Services Fees:**

Should scope in addition to services described above be required, we propose the hourly rate structure as listed below:

Mech./Elec. Engineer:	\$140/hr
Mech./Elec. Designer:	\$115/hr
CAD Technician:	\$ 90/hr

Additional services to be authorized by the Client prior to proceeding. Alternatively, we are open to providing fixed fee quotations for newly defined scopes of work should that be preferred.

**Disbursements:**

Disbursements shall be charged in addition to hourly rates or quoted fixed fees for the following:

1. Printing
2. Courier
3. Mileage (@ \$0.60/km)
4. Other costs transferred to the Client plus 10% (permit application fees, testing fees, etc.)



**Acceptance:**

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Strathmere Lodge

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Date

We ask that you sign above to signify your acceptance to the items and terms as listed within; please do not hesitate to contact the undersigned or Mr. Adam Stallaert, P.Eng. should you require any further clarification.

Yours truly,

Whitty Stallaert Engineering Inc.

A handwritten signature in black ink, appearing to read 'J. Whitty', is written over the printed name.

Jamie Whitty, P.Eng.  
Partner

cc. Adam Stallaert, P.Eng.