



MINUTES
of the SPECIAL MEETING of the BOARD
WEDNESDAY, July 26, 2006

RRDSSAB Office, Fort Frances, ON 1:00 p.m.
MEETING #09/06

- PRESENT:** JOHN CALLAN, R. R. Central
TANNIS DRYSDALE, Town of Fort Frances
MICHAEL LEWIS, R. R. East **(By Phone)**
DENNIS BROWN, Township of Atikokan **(By Phone)**
LINDA ARMSTRONG, Township of Dawson
BARBARA COURNOYER, Township of Alberton
EMILY WATSON, Township of LaVallee
WADE DESSERRE, R. R. West
VALERIE PIZEY, Township of Lake of the Woods **(By Phone)**
GARY GAMSBY, Township of Morley
- REGRETS:** GLEN ARMSTRONG, Town of Rainy River
GARY JUDSON, Township of Emo
PETER VAN HEYST, Township of Chapple
- STAFF:** DONNA DITTARO, Secretary/Treasurer
ROSS DONALDSON, Maintenance Supervisor
JUDY KOSKI, Recorder
- GUESTS:** DAVE ZATULSKY, First Nations Advisory Services
CHRIS DALY, MMP Architects **(By Phone)**
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1. Call to Order

Tannis Drysdale, Vice-Chair, called the meeting to order and welcomed all those present.

2. Disclosure of Pecuniary Interest and the General Nature Thereof
None.

3. Approval of Agenda

Resolution #90/06 MOVED BY E. Watson and SECONDED BY W. Desserre:

RESOLVED THAT the agenda of July 26, 2006, be approved.

CARRIED

4. Presentation

Tannis Drysdale explained that this meeting had been called to discuss Construction Management services and therefore Dave Zatulsky had been invited to address the Board on this issue. Chris Daly, who is our architect, is attending by telephone. Val Pizey added that the Building Committee had met yesterday and Dave Zatulsky had made a presentation to them. The issue is the resolution passed by the Board which states that Construction Management had been their choice, however, that person may not bid on any of the work. This meeting was called because the First Nations Advisory Services has a problem with the exclusion as they feel that this would result in not enough competitive bids being received. The Building Committee suggests that there are three options to consider today, that is; uphold the resolution already passed, remove the limitation from the Construction Manager, or utilize a General Contractor for the project. Dave Zatulsky explained that during the meeting with the architect he had posed the question about shortening the process. The architect then suggested Construction Management. This was a new concept to Dave, but he felt that it was clearly a viable option and would assist in maintaining the Budget target. He stated that with a general contractor there is a greater risk of delays and going over Budget. He explained that a Construction Manager is hands on and is not considered a Project Manager. The Project Manager works on your behalf to make sure things are done and attends at the site only periodically. The Construction Manager works with the architect and the owner during the development of the plans to ensure the project is within budget. When the architects drawings are 66% complete, he gives them to the Construction Manager who then obtains preliminary bids from sub-trades, and prices materials. Once the drawings are complete, the Construction Manager is asked to obtain firm bids. The fear of excluding the Construction Manager from bidding is the elimination of some of the better contractors. He noted that the bulk of the contractors would likely be from Fort Frances but anyone in the District would be invited to bid. Chris Daly agreed with Dave and stated that the Construction Manager must solicit three separate bids for each portion of the job. The Construction Manager could also bid through a competitive process as a sub-trade. Dennis Brown question whether three bids was enough and by what means would the contractors be invited to bid throughout the District. Chris advised that a minimum of three bids would be obtained and that ads in the District newspapers would be placed. He also noted that the Budget would be established prior to the completion of the working drawings. Gary Gamsby questioned the tendering process for sub-trades. Dave advised that tenders would be received at the DSSAB office. The Construction Manager would not have access to the tenders and therefore would have no prior knowledge. This gives the process integrity and eliminates concerns. Chris stated that the Construction Manager works with the owner. The sealed tender is delivered to the DSSAB and opened in accordance with our procurement policies. Information would be released to the public after a list is compiled. Chris also noted that once the Construction Manager is hired, because he is already familiar with the trades, pre-qualification is eliminated. Advertisements would be placed on behalf of the DSSAB seeking qualified sub-trades, who would contact the Construction Manager to obtain drawings. He/she then must

establish a Class B cost estimate prior to completion, which would be revised for the 100% stage. Barb Cournoyer stated that there is a fine line when you talk about being qualified, and we would want to make sure any lack of qualifications doesn't fall back on us; we should make sure the DSSAB is protected. Chris advised that the Construction Manager will be experienced and will outline his experience in his RFP. The DSSAB will also rely on Dave and Todd to make the best choice for the Board. Val asked if our procurement policies will be followed during this process. Donna advised that the Board does have very stringent procurement policies which will be followed. She also noted that we are not bound to select the lowest bidder. Val reminded the Board members that the resolution agreed with Construction Management, however, the issue was the exclusion. The Building Committee recommended that this meeting be called to discuss that issue.

Resolution #91/06 MOVED BY G. Gamsby and SECONDED BY L. Armstrong:

<p>RESOLVED THAT the <i>Rainy River District Social Services Administration Board</i> rescind Resolution #88/06, dated July 20, 2006.</p>
<p>CARRIED</p>

Resolution #92/06 MOVED BY G. Gamsby and SECONDED BY L. Armstrong:

<p>RESOLVED THAT the <i>Rainy River District Social Services Administration Board</i> approves the tendering for construction management to complete the renovations of 450/460 Scott Street, Fort Frances.</p>
<p>CARRIED</p>

Val Pizey stated that she still had concerns over the resolution, however, she will support the Board's decision.

6. Adjournment

Resolution #93/06 MOVED BY B. Cournoyer and SECONDED BY L. Armstrong:

<p>RESOLVED THAT the <i>Rainy River District Social Services Administration Board</i> meeting be adjourned.</p>
<p>CARRIED</p>

CHAIR

SECRETARY-TREASURER

DATE APPROVED