



16 January 2023

Alison Tutak
Deputy Chief Administration Officer
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For the attention of Ms. Alison Tutak

Dear Ms. Alison Tutak

Maple View Lodge – Amended Project Management Fees – Extended Construction Duration

Reference is made to Turner & Townsend letter dated March 23, 2021, of Additional Project Management Fees due to Feasibility Stage (copy attached for easy reference).

Due to the extended design development, extended construction procurement, and the prolonged construction duration based on the construction award, we are submitting an amended fee proposal to cover the necessary extension to our project management services.

As illustrated in the attached spreadsheet, the extended design development stage took an additional three months until the Supplemental Conditions were coordinated. Thus, the construction procurement commenced in December 2021 instead of September 2021. Due to volatile market conditions, the construction procurement lasted for seven months instead of the planned four months. The Council approved the award recommendations and appointed the GC in July 2022 with a condition to complete the construction activities by March 14, 2025. We have allowed for four months of post construction activities including FF&E and moving activities expecting the occupancy and successful operation of the facility by August 2025.

Turner & Townsend is committed to providing ongoing services to facilitate all the project conditions and any rising issues. The referenced Turner & Townsend letter dated March 24, 2021, forecasted additional project management payments until March 2024. The attached spreadsheet presents a comparison between the previous forecast and the new project plan. The total amended fees to cover the extra fifteen months is \$183,288.36. The above fee **excludes** reimbursable expenses and HST.

We trust this meets with your approval. Should there be any part of this proposal that needs clarification, please contact the undersigned.

Yours sincerely

Greg Stallard
Associate Director
Turner & Townsend

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Copy: Douglas McNeil, Director, Turner & Townsend

Monthly Payment Breakdown						
Previously Forecasted			invoiced	Actual (Corrected)		
Project Planning and Initiation	Nov-	\$ 21,177.00		\$ 21,177.00	Nov-19	\$ 21,177.00
	Dec-19	\$ 21,177.00		\$ 21,177.00	Dec-19	\$ 21,177.00
	Jan-20	\$ 21,176.00	\$ 63,530.00	\$ 21,176.00	Jan-20	\$ 21,176.00
Design Development	Feb-20	\$ 12,559.00		\$ 12,559.00	Feb-20	\$ 12,559.00
	Mar-20	\$ 12,559.00		\$ 12,559.00	Mar-20	\$ 12,559.00
	Apr-20	\$ 12,559.00		\$ 12,559.00	Apr-20	\$ 12,559.00
	May-	\$ 12,772.44		\$ 12,772.44	May-	\$ 12,772.44
	Jun-20	\$ 12,558.75		\$ 12,558.75	Jun-20	\$ 12,558.75
	Jul-20	\$ 15,253.00		\$ 15,253.00	Jul-20	\$ 15,253.00
	Aug-	\$ 12,559.00		\$ 12,559.00	Aug-20	\$ 12,559.00
	Sep-	\$ 9,864.25		\$ 9,864.25	Sep-20	\$ 9,864.25
	Oct-20	\$ 9,284.00		\$ 9,284.00	Oct-20	\$ 9,284.00
	Nov-	\$ 9,284.00		\$ 9,284.00	Nov-20	\$ 9,284.00
	Dec-20	\$ 9,284.00		\$ 9,284.00	Dec-20	\$ 9,284.00
	Jan-21	\$ 9,284.00		\$ 9,284.00	Jan-21	\$ 9,284.00
Feb-21	\$ 9,284.00		\$ 9,284.00	Feb-21	\$ 9,284.00	
Extension of design development due to feasibility stage	Mar-21	\$ 8,667.00		\$ 8,667.00	Mar-21	\$ 8,667.00
	Apr-21	\$ 8,667.00		\$ 8,667.00	Apr-21	\$ 8,667.00
	May-	\$ 8,667.00		\$ 8,667.00	May-	\$ 8,667.00
	Jun-21	\$ 8,667.00		\$ 8,667.00	Jun-21	\$ 8,667.00
	Jul-21	\$ 8,667.00		\$ 8,667.00	Jul-21	\$ 8,667.00
Construction Procurement	Aug-	\$ 8,667.56	\$ 199,107.00	\$ 8,667.56	Aug-21	\$ 8,667.56
	Sep-	\$ 9,284.00		\$ 9,284.00	Sep-21	\$ 8,667.37
	Oct-21	\$ 9,284.00		\$ 9,284.00	Oct-21	\$ 8,667.45
	Nov-	\$ 9,284.00		\$ 9,284.00	Nov-21	\$ 8,667.53
Construction	Dec-21	\$ 9,284.00	\$ 37,136.00	\$ 9,284.00	Dec-21	\$ 9,284.00
	Jan-22	\$ 15,253.00		\$ 15,253.00	Jan-22	\$ 9,284.00
	Feb-22	\$ 15,253.00		\$ 15,253.00	Feb-22	\$ 9,284.00
	Mar-22	\$ 15,253.00		\$ 15,253.00	Mar-22	\$ 9,284.00
	Apr-22	\$ 15,253.00		\$ 15,253.00	Apr-22	\$ 9,284.00
	May-	\$ 15,253.00		\$ 15,253.00	May-	\$ 9,284.00
	Jun-22	\$ 15,253.00		\$ 15,253.00	Jun-22	\$ 9,284.00
	Jul-22	\$ 15,253.00		\$ 15,253.00	Jul-22	\$ 15,253.00
	Aug-	\$ 15,253.00		\$ 15,253.00	Aug-22	\$ 15,253.00
	Sep-	\$ 15,253.00		\$ 15,253.00	Sep-22	\$ 15,253.00
	Oct-22	\$ 15,253.00		\$ 15,253.00	Oct-22	\$ 15,253.00
	Nov-	\$ 15,253.00		\$ 15,253.00	Nov-22	\$ 15,253.00
	Dec-22	\$ 15,253.00		\$ 15,253.00	Dec-22	\$ 15,253.00
	Jan-23	\$ 15,253.00		\$ 15,253.00	Jan-23	\$ 15,253.00
	Feb-23	\$ 15,253.00		\$ 15,253.00	Feb-23	\$ 15,253.00
	Mar-23	\$ 15,253.00		\$ 15,253.00	Mar-23	\$ 15,253.00
	Apr-23	\$ 15,253.00		\$ 15,253.00	Apr-23	\$ 15,253.00
	May-	\$ 15,253.00		\$ 15,253.00	May-	\$ 15,253.00
	Jun-23	\$ 15,253.00		\$ 15,253.00	Jun-23	\$ 15,253.00
	Jul-23	\$ 15,253.00		\$ 15,253.00	Jul-23	\$ 15,253.00
	Aug-	\$ 15,253.00		\$ 15,253.00	Aug-23	\$ 15,253.00
	Sep-	\$ 15,253.00		\$ 15,253.00	Sep-23	\$ 15,253.00
Oct-23	\$ 15,253.00		\$ 15,253.00	Oct-23	\$ 15,253.00	
Nov-	\$ 15,253.00		\$ 15,253.00	Nov-23	\$ 15,253.00	
Dec-23	\$ 15,253.00	\$ 366,072.00		Dec-23	\$ 15,253.00	
Post Construction	Jan-24	\$ 7,410.00		\$ 7,410.00	Jan-24	\$ 15,253.00
	Feb-24	\$ 7,410.00		\$ 7,410.00	Feb-24	\$ 15,253.00
	Mar-24	\$ 7,410.00	\$ 22,230.00		Mar-24	\$ 15,253.00
Construction	Apr-24				Apr-24	\$ 15,253.00
	May-				May-	\$ 15,253.00
	Jun-24				Jun-24	\$ 15,253.00
	Aug-24				Aug-24	\$ 15,253.00
	Sep-24				Sep-24	\$ 15,253.00
	Oct-24				Oct-24	\$ 15,253.00
	Nov-24				Nov-24	\$ 15,253.00
	Dec-24				Dec-24	\$ 15,253.00
	Jan-25				Jan-25	\$ 15,253.00
	Feb-25				Feb-25	\$ 15,253.00
	Mar-25				Mar-25	\$ 15,253.00
	Post Construction	May-	\$ 7,410.00		\$ 7,410.00	May-
Jun-25	\$ 7,410.00		\$ 7,410.00	Jun-25	\$ 7,410.00	
Jul-25	\$ 7,410.00		\$ 7,410.00	Jul-25	\$ 7,410.00	
Aug-25	\$ 7,410.00		\$ 7,410.00	Aug-25	\$ 7,410.00	
Previous Total		\$ 688,075.00	\$ 688,075.00	New Total	\$ 871,363.36	\$ 871,363.36
Variance Claimed						\$ 183,288.36



23 March 2021

Andy Brown
Chief Administrative Officer
United Counties of Leeds and Grenville
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For the attention of Mr. Andy Brown

Dear Mr. Andy Brown,

Maple View Lodge – Additional Project Management Fees – Feasibility Stage

Further to our discussion, we are pleased to submit our fee proposal for additional project management services during the design development stage for the Maple View Lodge redevelopment project. The project completion date has been extended by 10 months. The contract dated November 21, 2019 included a project end date of May-2023, which has been extended to Mar-2024.

During this period, Turner & Townsend provided project management support for the feasibility stage which included coordination and oversight of the feasibility design team, attendance at regular project meetings, review of feasibility study deliverables, attendance at committee of management meetings and providing monthly status reports. Attached is a revised monthly payment breakdown which has extended the project end date by ten (10) months, inclusive of a six (6) month period for the feasibility study. The total net change on the contract is \$89,345.00.

Per Turner & Townsend's financial proposal dated August 23rd, 2019, additional services are charged net in addition based on our current hourly rates, unless otherwise agreed. The fee **excludes** reimbursable expenses (e.g. travel, printing, courier, etc.) and HST.

Should there be any part of this proposal that needs clarification, please contact the undersigned. If our proposal is acceptable to you, please review and sign below.

Yours sincerely

Harminder Kaur
Associate Director
Turner & Townsend
e: harminder.kaur@turntown.com

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Copy:
Douglas McNeill, Director, Turner & Townsend

Continuation

Signed on Our behalf

Signed on Your behalf

Signature

Signature

Name

Name

Position

Position

Signature

Signature

Name

Name

Address

Address

Date

Date



Andy Brown

Chief Administrative Officer

March 23, 2021