



REPORT

Clerk's Department

TO: Mayor and Members of Council

FROM: Debbie Leroux, Director of Legislative Services/Clerk

DATE: July 8, 2024

REPORT: CL-24/24 **FILE NO.**

SUBJECT: Appointment of a Project Manager for Phase I – Planning Stage –
New Animal Shelter

BACKGROUND:

In April 2024, staff sought approval from General Purpose and Administration Committee to provide direction to undertake the planning phase for the construction of a new shelter. The intention is that this phase will help identify a process, potential scope, costing, and approximate timelines for the project for Council's future approval to move to the next phase.

The recommendation was as follows:

“THAT the Township of Uxbridge prepare a job position, post & hire for project manager/general contractor to support the planning & costing phase of the project in collaboration with the Township of Scugog;

AND THAT upon the completion of the planning phase a report indicating scope, cost, funding and affordability be brought forward for consideration to seek approval to move to the next phase: Project Execution.”

A Steering Committee has been established which consists of 3 representatives from the Township of Scugog and 3 from Uxbridge. The Committee developed a comprehensive job description and recently sought applicants to submit an expression of interest as a project manager for the new animal shelter.

As noted in the April Report CL-10/24, the upset limit for this phase is \$40,000.

DISCUSSION:

Applications were received from Independent Project Managers (IPM) and M&M Construction Services Ltd. interviews were held with the applicants on Friday, June 21st.

Following the interviews, it is the Steering Committee’s recommendation that M&M Construction Services Ltd. be appointed as the Project Manager for Phase I – Planning Stage -New Animal Shelter.

As per the recommendation noted above, a further report will be presented which will outline the scope, cost, funding and affordability and to seek approval to move to the next phase: Project Execution.

ALIGNMENT TO STRATEGIC PRIORITIES:

**A Vibrant and Growing Community
Collaboration and Partnerships
Community Well-Being**

RECOMMENDATION

THAT Report CL-24/24 of Debbie Leroux, Director of Legislative Services/Clerk be received for information;

AND THAT M&M Construction Services Ltd. be appointed as the Project Manager for the New Animal Shelter.

Respectfully Submitted by:

Debbie Leroux
Director of Legislative Services/Clerk