
Approval to Extend Contract – Facility Maintenance Service for the Transition Period at Remai Modern Art Gallery of Saskatchewan

Recommendation

That the Standing Policy Committee on Environment, Utilities & Corporate Services recommend to City Council that the Administration be authorized to extend a sole source contract with Black & McDonald until November 30, 2017 for a total cost of \$44,726.52 (excluding applicable taxes).

Topic and Purpose

The purpose of this report is to obtain City Council approval to extend a sole source contract for facility maintenance service with Black & McDonald Ltd. (Black & McDonald) to assist in the transfer of specialized knowledge and commissioning of the Remai Modern Art Gallery of Saskatchewan (Remai Modern).

Report Highlights

1. The Major Projects Division awarded Black & McDonald a sole source contract to support facility management operations start-up and transition services for Remai Modern.
2. Black & McDonald has specialized facility management expertise in the operation and maintenance of museums and art galleries across Canada.
3. Facilities Services is requesting an extension to the services provided by Black & McDonald until November 30, 2017 to support facility management, deficiency completion and commissioning of Remai Modern.

Strategic Goal

This report supports the Strategic Goal of Asset and Financial Sustainability by ensuring the City of Saskatoon's (City) assets are well-managed and well-maintained.

Background

Black & McDonald was retained by Major Projects in June 2017 to assist with facility management operations start up and the transition period of the Remai Modern.

The Administration reported to the Standing Policy Committee on Finance at its meeting on October 30, 2017 of the original sole source contract to Black & McDonald. As this extension exceeds the Administration's authority of \$75,000, City Council approval is now required.

Report

Black & McDonald has specialized experience with museums and art galleries to support:

- operational readiness and gap analysis;
- development of a preventative maintenance program;
- development of operation plans and procedures;
- provision of helpdesk/call centre services; and
- provision of supervisory oversight and administrative support.

The Administration is requesting an extension of the contract with Black & McDonald for the following reasons:

- the City does not have the internal resources to support commissioning and complete minor deficiencies associated with the capital project;
- operations support and training of new staff is required for this specialized facility; and
- Black & McDonald has helpdesk services to support the transition to the Facilities Division's work request and maintenance management systems.

Facilities & Fleet Management is recommending an extension of Black & McDonald's services until November 30, 2017 to assist with the transfer of specialized knowledge, as well as continuity of service and familiarity of the facility. These special services will ensure Remai Modern achieves Category "A" status from Heritage Canada by December 2018.

Options to the Recommendation

City Council can choose not to proceed with awarding the extension of the contract with Black & McDonald. The Administration does not recommend this option as Black & McDonald provides expert external services to assist in the training and transfer of specialized knowledge to support the successful opening of the Remai Modern.

Financial Implications

Funds for this contract are available in Project No. 1815 – New Art Gallery.

Other Considerations/Implications

There are no policy, environmental, privacy, or CPTED implications or considerations, and neither public and/or stakeholder involvement nor a communication plan is required.

Due Date for Follow-up and/or Project Completion

If additional services or an extension of services is required, a follow-up report will be submitted.

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Public Notice

Public Notice pursuant to Section 3 of Policy No. C01-021, Public Notice Policy, is not required.

Report Approval

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Approved by: Kerry Tarasoff, CFO/General Manager, Asset and Financial Management

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