

# Committee Report

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| <b>To:</b>                     | Warden Matrosovs and Members of Grey County Council |
| <b>Committee Date:</b>         | August 14, 2025                                     |
| <b>Subject / Report No:</b>    | CSR-CW-14-25  |
| <b>Title:</b>                  | Architectural Services for EarlyON Redevelopment    |
| <b>Prepared by:</b>            | Anne Marie Shaw                                     |
| <b>Reviewed by:</b>            | Niall Lobley  |
| <b>Lower Tier(s) Affected:</b> | Hanover   |

## Recommendation

1. That report CSR-CW-14-25 regarding architectural services for EarlyON redevelopment be received;
2. That JPM Architecture Inc be awarded the architectural services project for the redevelopment of EarlyON Centre in Hanover, in the amount of \$119,750 exclusive of HST; and
3. That the architectural fees be funded from the EarlyON reserve fund; and
4. That the services be awarded prior to County Council approval in accordance with Section 26.6 (b) of Procedural Bylaw according to Procedural Bylaw 5134.22.

## Executive Summary

The purpose of this report is to approve the award of the Request for Proposal (RFP) for architectural services for the Hanover EarlyON redevelopment project in Hanover to JPM Architectural Inc in the amount of \$119,750 exclusive of HST.

## Background and Discussion

The existing EarlyON Centre that is directly operated by the County of Grey is located at 515 9th Street Hanover. It is a very well attended EarlyON. In 2024 there were 2,598 visits made by children and 2,038 visits from parents/caregivers. Due to its aging infrastructure, limited parking, and lack of accessibility, the building is not meeting operating needs of the program and the community. The building must be accessible or working towards being accessible by the end of 2025 to be compliant with the Accessibility for Ontarians with Disability Act (AODA).

On May 8<sup>th</sup>, 2025, Council approved the acquisition of land located at Lot 22, Plan 846 (17<sup>th</sup> Street Crescent) in Hanover for the redevelopment of an EarlyON centre. The land was acquired June 16, 2025, and the County issued a request of proposal (RFP) for architectural services June 16, 2025. The RFP closed on July 10, 2025. There was a mandatory on-site meeting on

June 25<sup>th</sup> with six bidders in attendance. The County received six bids for the project. The selected bid was JPM Architecture Inc. at \$119,750 excluding HST.

JPM Architecture Inc, formerly Allan Avis Architects, is a local firm out of Goderich. They have successfully completed many school and Early Learning and Child Care projects and have worked with Grey, Bruce and Huron Counties. Grey County has worked with JPM Architecture Inc on previous projects and has been very pleased with their professionalism and the project results.

The Scope of the Architectural services will involve all-inclusive programming and design services for the build, including working with Grey County to define operational, spatial and technical program requirements, coordination of all submissions and approvals with the Town of Hanover to allow full implementation of the project including but not limited to building permits, site plan and site control approvals. Also included are the construction administration services during implementation of the construction.

The project will progress through the following phases:

Phase 1: Schematic Design and Design Development: meet with Grey County and Hanover staff to ensure site plan approval and permitting approvals are completed efficiently. Prepare design documents and submit for review.

Phase 2: Construction Documents: once design documents are accepted and comments received and addressed, detailed construction documents will be prepared for review.

Phase 3: Tendering Services: assist in issuing tender documents and obtaining bids from contractors. Leverage experience with local contractors and trades.

Phase 4: Construction Contract Administration: after successful bidder is selected assist with CCDC2 document and work to ensure the construction is carried out in compliance.

Phase 5: Construction Close-out: close out activities and ensure smooth transition from construction to occupancy.

JPM Architectural Inc has estimated occupancy at the end of 2026.

## Financial and Resource Implications

The funds in the amount of \$119,750 exclusive of HST for architectural fees will be funded from the EarlyON reserve fund.

## Relevant Consultation

Finance, Purchasing

## Appendices and Attachments

None.