



Whitty Stallaert Engineering

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September 22, 2025

WSE No. 25021.01

First-St. Andrew's United Church

350 Queens Avenue
London, Ontario
N6B 1X6

Attention: George Jolink, Property Chair

RE: Mechanical Upgrade - Fee Proposal
350 Queens Avenue, London, Ontario

Dear George,

Thank you for the opportunity to offer our engineering services proposal for this project. In response to your request, and further to our site review on July 22, 2025, as well as review of the existing building information provided, we are pleased to submit the following proposal.

Our understanding of the project:

The primary boiler plant serving the First-St. Andrew's United Church facility, located at 350 Queens Avenue, London, has exceeded its useful service life and is in critical need of replacement. In addition, the church board has expressed a desire to improve comfort conditions within the facility through the introduction of air-conditioning to the main sanctuary and nave spaces. Ancillary areas throughout the building will also require upgraded heating and cooling systems.

During our initial walk-through and in discussions with church board representatives, a strong interest in exploring alternative and sustainable heating and cooling options was noted, with particular attention to long-term utility cost management and system reliability.

The new heating system must be implemented and operational prior to the fall of 2026, as extending the life of the existing steam boiler plant beyond that point is considered both high-risk and cost-prohibitive.

WSE will act as the prime consultant for this project and will retain Wasyko Architects for architectural support and Van Boxmeer & Stranges for structural engineering services.

While the construction budget has not been developed, our experience with similar projects would indicate an order of magnitude construction cost of \$1.5M to \$2M.

Scope of services:

FEASIBILITY AND SCHEMATIC DESIGN

- 1 As an initial step for this project, we recommend undertaking a feasibility review to define a clear scope of work for this remediation as well as ensure that Owner input is properly considered. This review will be summarized in a written report and include:
 - Heating/cooling load calculations for the facility.
 - Schematic design for gas-fired high efficiency boiler plant (base solution).
 - Screening of alternative all-electric and high sustainability options for consideration, such as air-source heat pumps and geothermal energy.
 - Review of electrical services and corresponding upgrades for design alternatives considered.
 - Review of required fire alarm system alterations.
 - Architectural design considerations, for concealment of new mechanical systems.
 - Structural remedial work as required to support mechanical equipment.
 - Recommendations for HVAC control system solution.
 - Recommendations for asbestos and other designated substances abatement.
 - Class D budget costing for use with capital planning.
 - Preliminary construction schedule.

MECHANICAL ENGINEERING

- 2 Preparation of tender, permit, and construction drawings and specifications to include:
 - Design of the preferred heating plant replacement solution.
 - Design of ventilation and air-conditioning for the sanctuary and nave space, basement auditorium, and ancillary classrooms, offices.
 - Building automation control system modifications related to the new heating plant and air-conditioning systems..
 - Revisions to ancillary mechanical system components affected by the upgrade.
 - Demolition/removal of obsolete mechanical system components.
 - Revisions to the natural gas distribution as required.

ELECTRICAL ENGINEERING

- 3 Preparation of tender, permit and construction drawings and specifications to include:
 - Electrical design and coordination of the heating plant, including required power connections.
 - Electrical design and coordination of the new air-conditioning systems and equipment.
 - Coordination with electrical utility for any service upgrades.
 - Fire alarm system modifications.

ARCHITECTURAL SERVICES

- 4 Preparation of tender, permit, and construction drawings and specifications to include:
 - Architectural enclosures and concealment of new mechanical systems.
 - Remediation of existing finishes that may be disturbed as part of the renovation work.
 - Review of fire separations and firestopping requirements to be maintained.
 - Assistance with London Heritage Committee procedures and approvals.

STRUCTURAL ENGINEERING

- 5 Preparation of tender, permit and construction drawings and specifications to include:
 - Review of existing structure for support of new equipment and reinforcing design as required.
 - Review of foundation penetrations or modifications to suit new mechanical equipment installation.

CONTRACT ADMINISTRATION

- 6 Building permit application.
- 7 Manage tendering procedure.
- 8 Advise on award of contract.
- 9 Administer CCDC 2 contract.
- 10 Review monthly progress draws.

CONSTRUCTION ADMINISTRATION (BASED ON A CONSTRUCTION DURING OF 10 MONTHS)

- 11 Attend construction meetings.
- 12 Review of shop drawings.
- 13 General reviews during construction including **15 site visits** by WSE.
- 14 Review of project closeout documents.

EXCLUSIONS

- Geothermal field design.
- Integrated Testing.
- No allowance has been made for phasing of the construction.



FEE SUMMARY

Service	Fee
Feasibility Review	\$ 19,500.00
Mechanical Engineering Design Services	\$ 19,500.00
Electrical Engineering Design Services	\$ 17,000.00
Architectural Services	\$ 15,000.00
Structural Engineering	\$ 10,000.00
Contract Administration Services	\$ 8,500.00
WSE Construction Administration Services	\$ 15,000.00
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Total Engineering Services	\$ 104,500.00

- HST is additional.
- Monthly invoices will be submitted based on progress of work.

Additional Notes:

- All documents to be provided in digital format only.
- All permitting fees by others to be billed as a disbursement.
- Electrical Safety Authority submission fees to be billed as a disbursement.
- No changes to the work, the scope of work or the cost of the contract shall be made without prior written approval and agreement of both parties.

ADDITIONAL SERVICES

Should our services for additional project scope be required, our hourly rates are as follows:

Professional Engineer Rate	\$ 190.00/hr
Drafting Technician Rate	\$ 110.00/hr

Alternatively, for defined scopes we can provide a fixed fee for services.

ACCEPTANCE

First-St. Andrews United Church

Date

We ask that you sign above to confirm acceptance of the terms outlined in this proposal. Please contact the undersigned should you require any further clarification.



Yours truly,

Whitty Stallaert Engineering Inc.

A handwritten signature in black ink, appearing to read 'J. Whitty', is written over the printed name.

Jamie Whitty, P.Eng.
Partner

cc. Adam Stallaert, P.Eng.