



# PROCUREMENT AWARD

<b>To:</b>	Mayor Stratthdee and Members of Council
<b>Prepared by:</b>	Grant Brouwer, Director of Building and Development
<b>Date of Meeting:</b>	24 April 2018
<b>Subject:</b>	<b>DEV 18-2018 Town Hall and Library Window Restoration and Replacement</b>

## PROJECT DETAILS

In 2017, the company Cion / Coulter Engineers & Building Scientists were hired to develop a scope of work for the restoration and replacement of the Town Hall and Library Windows. Cion / Coulter met with staff to create a tender document for the restoration or replacement of all the windows of the Library and Town Hall. Town Council has pre-approved \$352,000.00 for the project within the 2018 capital budget.

## RECOMMENDATION

THAT DEV 18-2018 Town Hall and Library Window Restoration and Replacement be received; and

THAT the procurement for Town Hall and Library Window Restoration and Replacement be awarded to IntegriBuild Construction Management Inc. for the procured price of \$503,232.03, inclusive of all taxes and contingencies; and

THAT, subject to the requirements of the procurement by-law, staff be authorized to approve any necessary contingencies during the restoration of the Town Hall and Library Window Restoration and Replacement project up to, but not exceeding, \$50,000.00; and

THAT By-Law 38-2018 authorizing the Mayor and the Clerk to sign the associated agreement be approved.

## PROCUREMENT SUMMARY

A procurement document was administered for the above noted project.

The scope of the project was for the restoration or replacement of the windows at the Library and Town Hall. This included the following:

1. Library – The replacement of all windows in the addition and office area on main floor. The replacement of the Carnegie section windows with wood. All dental mold to be returned to original condition. Replacement of all basement windows with vinyl windows. Replacement of the outside fire exit door from the upstairs. Replacement of windows was based on staff comfort and energy efficiency. All windows will have the exterior decorative wood detailing repaired or replaced and the entire exterior frame painted.
2. Town Hall

- The basement windows will be replaced with vinyl windows on the North and East sides. The windows on the west side will be replaced with wood windows to match existing. These windows are being replaced with energy efficient windows that will help with staff comfort. The fire exit door on the North side of building will be replaced.
- The 1<sup>st</sup> floor windows in the Council Chambers and office areas will be replaced with wood windows matching existing style. The transoms will be replaced with insulated glazing windows with wood canes applied replacing the transoms with lead canes. Giving the same look and feel as existing windows.
- The 2<sup>nd</sup> floor windows will be removed and restored. The medallion and decorative wood trim details on second floor windows will be restored and refinished. Any missing medallions will be replaced. Black out windows will have black spandrel glass installed.
- The 3<sup>rd</sup> floor windows will be removed and restored. The exterior wood trim will be refinished. The balcony fire door will be replaced with a steel fire rated door.
- The 4<sup>th</sup> floor windows will be removed and restored with the exterior wood trim being refinished.
- All downspout and gutters will be replaced with wood fascia and trim replaced and painted.

Staff met with the Heritage Committee regarding the Heritage Permit for the project. The Committee approved the permit with the recommendation that the caneing of the new transoms be installed on the outside of the windows so that the exterior has the same look and feel of existing transoms. Staff still has to meet with the Heritage District Committee to discuss the project.

The procurement document requested a base bid as well as separate pricing for several items. This was done so that the Town could pick and choose which windows were restored or replaced within the scope of work depending on budget. The following is a summary of the procurement results, as well as a recommendation for a successful proponent:

<b>Procurement Information</b>	<b>Details and Results</b>
Tender Closing Date:	Tuesday, April 10, 2018
Number of Bids Received:	Two (2)
Successful Proponent:	IntegriBuild Construction Management Inc.
Approved Project Budget:	\$352,000.00
Cost Result – Successful Bid (Inclusive of HST):	\$556,139.06
Cost Result – Successful Bid (Inc. Net of HST rebate):	\$503,232.03

The procurement document submitted by IntegriBuild Construction Management Inc. was found to be complete, contractually acceptable, and ultimately provided the best value for the municipality. As such, staff recommends award of the full project to IntegriBuild Construction Management Inc. Timelines for this project are: Start Date: 10-12 weeks from award of the project (approximately July 24, 2018), Project Length: 20 weeks (approximately December 11, 2018).

## FINANCIAL IMPLICATIONS

IntegriBuild Bid	\$ 503,233
Engineering Fees	\$ 15,097
Contingency fund (10%)	\$ 50,000
Total Project Cost	<b>\$568,330</b>
Total Project over budget	<b>\$216,330</b>

The project will incur a variance of \$216,330.00 from the 2018 Capital budget. The variance is partially offset by the \$134,832 in savings recognized on the Old Water Tower project. If this project is approved for award, the variance will be funded from the facilities reserve.

## STRATEGIC PLAN

☒ This initiative is supported by the following priorities, outcomes, and tactics in the Plan.

- Pillar #: Infrastructure
  - Strategic Priority: Develop a Comprehensive and Progressive Infrastructure Plan
    - Tactic(s): When reviewing priorities of needs for maintenance investments in “discretionary” Town assets, the following Town icons will be considered of most importance: historic Town Hall, historic Water Tower; mill race dam and spillway; Carnegie Library, museum, Water Street bridge, Church Street Bridge, Grand Trunk trail and Sarnia Bridge, and Junction Station.
  - Strategic Priority: Maintenance Prioritization
    - Tactic(s): Prioritize heritage assets, in terms of importance and develop maintenance schedule and budget accordingly. Assess if any assets can be better utilized by others. Implement a seasonal inspection schedule.

## OTHERS CONSULTED

Heritage St. Marys Committee  
Brent Kittmer, CAO / Clerk  
Jim Brown, Treasurer  
Cion / Coulter

## ATTACHMENTS

1. Bid Summary
2. Combined Bid Summary

## REVIEWED BY

### Recommended by the Department



Grant Brouwer  
Director of Building and Development

### Recommended by the CAO



Brent Kittmer  
CAO / Clerk