

## Report HDR-SS-07-15

**To:** Chair Burley and Members of the Social Services Committee  
**From:** Anne Marie Shaw, Director of Housing  
Aaron Whitney, Technical Supervisor  
Mike Alguire, Purchasing Manager  
**Meeting Date:** April 15, 2015  
**Subject:** **Award of Tender RFT-HOU-04-15 Roofing Replacement**  
**Status:** Recommendation adopted by Committee as presented per Resolution SSC42-15; Endorsed by County Council May 5, 2015 per Resolution CC68-15;

### Recommendation(s)

**WHEREAS the approved 2015 capital budget included funding to replace the roof at Parkway Apartments 305 14th Street West Owen Sound with a budget of \$90,000;**

**AND WHEREAS the total tender amount received, excluding HST is \$86,800 over budget;**

**NOW THEREFORE BE IT RESOLVED THAT HDR-SS-07-15 being a report containing the tender results for RFT-HOU-04-15, be received;**

**AND THAT RFT-HOU-02-15 be awarded to D.J. Peat Roofing in the amount of \$176,800 excluding HST;**

**AND THAT the additional funding required to proceed with the roofing replacement be funded by deferring two approved projects in the 2015 budget which total \$90,000.**

### Background

The Tender for the roofing replacement (RFT-HOU-04-15) was posted to the County website from Tuesday March 10, 2015 until Thursday April 2, 2015 (closing date).

The bid summary, excluding HST is listed below:

#	Name of Bidder	Total Bid (ex. Taxes)
1.	DJ Peat Roofing	\$176,800
2.	Smith Peat Roofing	\$297,600
3.	T. Hamilton and Son Roofing	\$207,300
4.	Atlas-Apex Roofing	\$279,864

Staff believed that by re-using insulation, and by re-using existing ballast that money could be saved in materials. Similar buildings in the area had been tendered which lead staff to believe the budget was fair. The purchasing policy allows for staff to approve awards for jobs within budget under \$250,000. Section 10.0 d) of the Purchasing Procedures says that if a project budgeted between \$100,000 and \$250,000 is tendered and the lowest compliant bid is over budget by 10% or more, the award must be approved by Council.

To fund the \$86,800 shortfall, the window replacement at Owen Sound east side family units in the amount of \$50,000, and the sealing of balcony decks at 650 4<sup>th</sup> Street A East in Owen Sound in the amount of \$40,000 will be deferred until 2016. If budget surplus are realized through the tender and award process with other 2015 projects, staff will investigate completing one or both of the jobs being deferred in this report.

## Financial / Staffing / Legal / Information Technology

### Considerations

Roof replacement in the total amount of \$179,912; including the unrecoverable portion of H.S.T. \$90,000 as budgeted in the 2015 approved capital budget, and \$89,912 by deferring two projects to 2016. If budget surplus are realized through the tender and award process with other 2015 projects, staff will investigate completing one or both of the jobs being deferred in this report.

### Link to Strategic Goals / Priorities

Fiscal Responsibility: Consistent application of the purchasing policy requirements focuses on the commitment to ensure effective and efficient processes, which offer prudent use of public funds

### Attachments

None

Respectfully submitted by,

Anne Marie Shaw  
Director of Housing

Mike Alguire  
Purchasing Manager