



**CITY OF KINGSTON**  
**REPORT TO COUNCIL**

**Report No.: 10-285**

**TO:** Mayor and Council

**FROM:** Denis Leger, Commissioner of Transportation, Properties and Emergency Services

**RESOURCE STAFF:** Speros Kanellos, Director, Real Estate & Construction Services  
John Johnson, Manager, Facilities

**DATE OF MEETING:** August 24, 2010

**SUBJECT:** Award of RFP No. F31-TPES-RC-FM-2010-7  
Supply and Installation of Copper Roofing at Kingston City Hall

**EXECUTIVE SUMMARY:**

The purpose of this report is to seek Council approval to award a contract to supply and install copper roofing at Kingston City Hall. Council approval is required as the lowest price submission has not been selected.

The weighted evaluation criteria against which the proposals were assessed were contained within the RFP. The joint evaluation team was comprised of City Facilities Management staff and consultants.

All costs associated with the Supply and Installation of Copper Roofing has been previously budgeted and approved by Council.

**RECOMMENDATION:**

**THAT** the RFP No. F31-TPES-RC-FM-2010-7 to Supply and Install Copper Roofing at Kingston City Hall be awarded to Roof Tile Management Inc. for the contract price of \$1,497,280.50 plus applicable taxes.

**AUTHORIZING SIGNATURES:**

<p>ORIGINAL SIGNED BY COMMISSIONER</p> <p>Denis Leger, Commissioner, Transportation, Properties &amp; Emergency Services</p>
<p>ORIGINAL SIGNED BY CHIEF ADMINISTRATIVE OFFICER</p> <p>Gerard Hunt, Chief Administrative Officer</p>

**CONSULTATION WITH THE FOLLOWING COMMISSIONERS:**

Cynthia Beach, <i>Growth &amp; Sustainability</i>	N/R
Terry Willing, <i>Community Services</i>	N/R
Denis Leger, <i>Transportation, Properties &amp; Emergency Services</i>	N/R
Jim Keech, President, <i>Utilities Kingston</i>	N/R

***(N/R indicates consultation not required)***

August 24, 2010

-3-

**OPTIONS/DISCUSSION:**

The copper roof located above Memorial Hall (North Wing) and Council Chambers (South Wing) is currently in need of replacement due to the age and ongoing problems with leakage as a result of ice and snow buildup. To preserve the historical integrity of the facility, new copper roofing along with ice and snow guards will be installed to enhance public safety and to prevent further water damage to the interior of the building. Heritage Committee has reviewed and approved this project.

This project will be completed in two phases; the North Wing will be completed Fall 2010 over an approximate four (4) month period. It is for this reason that this is a time sensitive request for approval as even a two week delay may adversely affect the completion in mid December. The second phase; the South Wing will be started early in the Spring of 2011 as weather permits and will again, take approximately four (4) months to complete.

A Request For Proposals (RFP) to supply and install copper roofing at Kingston City Hall closed on August 18, 2010. Five proposals were received. The submissions were evaluated by an evaluation team consisting of Facilities Management staff and consultants, on the following evaluation criteria which were contained within the RFP.

Pricing and Related Costs	60%
Proposed Project Schedule	10%
Experience with Heritage Construction and Copper Roofing	10%
Proposed Project Personnel	7%
Sub Trades and Suppliers	7%
Compliance with Ontarians with Disabilities Act	3%
Health and Safety Policy	3%

The submissions were ranked in the following order:

Ranking	Proponent	Evaluation Score (out of 100)	Equipment Costs
1	Roof Tile Management	93	1,497,280.50
2	Amherst Roofing	87	1,576,524.00
3	Custom Cupola	86	1,439,627.90
4	Triumph Aluminum and Sheet Metal	84	1,401,183.00
5	Semple Gooder	83	2,362,423.20

The overall proposal submitted by Roof Tile Management Inc. was, in staff's opinion, the highest ranking and best submission. It was professional, provided a clear understanding of the scope of work and demonstrated extensive heritage property experience.

It is staff's recommendation that Roof Tile Management Inc. be awarded the contract to complete the work, having met all the requirements of the RFP and having scored the highest ranking evaluation score of the 5 proponents who submitted proposals.

**EXISTING POLICY/BY LAW:**

By-law No. 2000-134, Purchasing By-law, as amended.

**NOTICE PROVISIONS:** N/A

**ACCESSIBILITY CONSIDERATIONS:** N/A

**FINANCIAL CONSIDERATIONS:**

Sufficient funds exist in the Facilities Management Heritage budget envelope in the capital budget which was approved by Council.

**CONTACTS:**

Speros Kanellos, Director, Real & Estate Construction Services	613 546-4291 Ext. 3133
John Johnson, Manager, Facilities	613 546-4291 Ext. 1241
Jamie Brash, Supervisor of Facilities Management	613 546-4291 Ext. 1291

**OTHER CITY OF KINGSTON STAFF CONSULTED:**

Alan McLeod, Senior Legal Counsel

**EXHIBITS ATTACHED:** N/A