TO: Mayor and Council
FROM: Denis Leger, Commissioner of Transportation, Properties & Emergency Services
RESOURCE STAFF: Speros Kanellos, Director of Real Estate & Construction
John Johnson, Manager of Facilities
DATE OF MEETING: June 1, 2010
SUBJECT: Single Source Procurement – City Hall Roof

EXECUTIVE SUMMARY:

Over the course of the last several years (2000-2008), restoration work to the exterior of City Hall has taken place. The final phase (Phase VII), is scheduled to commence this year. Part of this phase will see the replacement of the copper roof on the north and south wings of City Hall. The engineering firm of McCormick Rankin Corporation has been the lead on all of the previous phases and is recognized as expert in the field of heritage properties restoration. As a result of their involvement with the previous six phases, their expertise and familiarity with the building, it is recommended that McCormick Rankin Corporation be retained for this final phase of exterior restoration work at City Hall.

This matter requires Council approval as City of Kingston Bylaw No. 2000-134, “Purchasing”, Section 4.5 ii) states that No offer to procure by single source valued over $50,000 shall be issued without resolution of Council.

The contract price that has been submitted by McCormick Rankin is $80,439 plus applicable taxes. The cost of design, engineering and inspection is approximately 5% of the estimated construction costs.

RECOMMENDATION:

THAT Council authorize the Mayor and Clerk to enter into an agreement with McCormick Rankin Corporation, in a form satisfactory to the Director of Legal Services for the procurement for all engineering services for Phase VII of the exterior restoration work to City Hall (which includes reroofing of both the north and south wings), for an amount of $80,439 plus applicable taxes.
AUTHORIZING SIGNATURES:

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<tr>
<th>ORIGINAL SIGNED BY COMMISSIONER</th>
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<td>Denis Leger, Commissioner of Transportation, Properties &amp; Emergency Services</td>
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<th>ORIGINAL SIGNED BY CHIEF ADMINISTRATIVE OFFICER</th>
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<td>Gerard Hunt, Chief Administrative Officer</td>
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CONSULTATION WITH THE FOLLOWING COMMISSIONERS:

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<tr>
<th>Commissioner</th>
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<tr>
<td>Cynthia Beach, Sustainability &amp; Growth</td>
<td>N/A</td>
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<td>Terry Willing, Community Development Services</td>
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<td>Denis Leger, Transportation Properties &amp; Emergency Services</td>
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<td>Jim Keech, President &amp; CEO, Utilities Kingston</td>
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(N/R indicates consultation not required)
OPTIONS/DISCUSSION:
Over the past ten years, a significant amount has been invested in restoring the exterior of City Hall. The work has been predominantly stone and roof work with the last phase of this project, Phase VII to be undertaken in 2010. This phase will include the replacement of the copper roof on the north and south wings. The current roof was installed in the 1950’s and is in need of replacement. The steps that will be taken through this last phase will include:

- hiring an engineering firm to develop the engineering drawings and specifications,
- the issuing of a RFP for a contractor,
- negotiating and issuing a contract for the work, and
- completion of the work (duration estimated at five months).

The engineering firm that is to be hired will be involved throughout the project and will oversee the restoration to specification. Staff is recommending McCormick Rankin Corporation as a single source procurement for consulting engineers on this project, for the following reasons:

- McCormick Rankin Corporation has been the engineering firm used for all of the previous six phases of the major restoration of the exterior of City Hall.
- McCormick Rankin Corporation would assign the engineer that has been the lead on the previous phases and both the firm and lead engineer are recognized as experts in the field of heritage properties restoration. McCormick Rankin Corporation has the history and knowledge of this property and will be able to provide thorough design specifications on the roof remediation work.
- The consulting engineer will utilize the services of a local heritage preservation consultant to assistant with the project.

EXISTING POLICY/BY LAW:
By-law 2000-134, a By-law to Establish Purchasing Policies and Procedures for the City of Kingston:
Section 4.5 ii) states that “No offer to procure by single source valued over $50,000 shall be issued without resolution of Council.”

NOTICE PROVISIONS:
N/A

ACCESSIBILITY CONSIDERATIONS:
Ontarians with Disabilities Act

FINANCIAL CONSIDERATIONS:
Council has approved a 2009-2010 capital budget envelope of $2,175,000 to be allocated amongst various City-owned heritage properties. There is sufficient allocation from within this envelope to proceed to procure the services of a consulting engineer and contractor to perform the work described herein.

CONTACTS:
Jamie Brash, Supervisor, Maintenance Operations 613- 546-4291 ext. 1291

OTHER CITY OF KINGSTON STAFF CONSULTED:
N/A

EXHIBITS ATTACHED:
N/A