



**City of Kingston  
Report to Council  
Report Number 18-120**

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**To:** Mayor and Members of Council  
**From:** Lanie Hurdle, Commissioner, Community Services  
**Resource Staff:** Luke Follwell, Director, Recreation & Leisure Services  
**Date of Meeting:** April 17, 2018  
**Subject:** Award of Contract – Confederation Basin Marina Dock Raising and Reconstruction

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**Executive Summary:**

The purpose of this report is to seek Council approval to award the contract for services to reconstruct and raise the dock height at the Flora Macdonald Confederation Basin Marina. Council approval is required as staff received only two (2) submissions for this project.

It is recommended that the contract be awarded to Kehoe Marine Construction as the highest scoring proponent, based on the evaluation criteria as set out in the Request for Proposal (RFP).

The proposal submitted by Kehoe Marine Construction provided the greatest value to the City of Kingston out of the two (2) proposals received. Section 3.4 iv) of the Purchasing By-Law requires that approval be sought by a report to Council when less than three proposals have been received.

**Recommendation:**

**That** Kehoe Marine Construction be awarded the contract for construction services for Dock Raising and Reconstruction Confederation Basin Marina, pursuant to RFP F31-CSG-RLS-2018-03, at a total price not to exceed \$473,500, plus applicable taxes; and

**That** Council approve a budget amendment of \$200,000, to be funded from the Marina reserve fund for the Confederation Basin Marina project; and

**That** Council authorize the Mayor and Clerk to enter into an agreement with Kehoe Marine Construction in a form satisfactory to the Director of Legal Services.

April 17, 2018

Page 2 of 5

**Authorizing Signatures:**

ORIGINAL SIGNED BY COMMISSIONER

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**Lanie Hurdle, Commissioner, Community Services**

ORIGINAL SIGNED BY CHIEF ADMINISTRATIVE OFFICER

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**Gerard Hunt, Chief Administrative Officer**

**Consultation with the following Members of the Corporate Management Team:**

Jim Keech, President & CEO, Utilities Kingston	Not required
Desirée Kennedy, Chief Financial Officer & City Treasurer	√
Denis Leger, Commissioner, Corporate & Emergency Services	√

April 17, 2018

Page 3 of 5

**Options/Discussion:**

In 2017, the Flora Macdonald Confederation Basin Marina (Confed) was affected by extremely high lake levels. The majority of the docks at Confed are constructed to float to adapt to changing water levels; however, the main dock, C dock and D dock are constructed at a fixed height. In May 2017, the 100 year rain event and other factors drove lake levels nearly 1.0 metre higher than normal, resulting in the fixed docks at Confed being under water and unusable. As a result, only 25% of the slips were available at the start of the boating season. Staff coordinated the construction of a temporary dock on top of our existing infrastructure to ensure access to the remainder of the slips for the 2017 season.

In the fall of 2017, staff retained engineering services to design a permanent solution that would allow continued safe access to the marina during high and low water levels. The design was completed in December and an RFP was prepared and released in early January of 2018.

In January 2018, two (2) RFP submissions were received for F31-CSG-RLS-2018-03 'Dock Raising & Reconstruction Confederation Basin Marina'. The submissions were reviewed by staff and scored on the criteria set out in the RFP. The proposals were evaluated on price, proposed methodology, equipment and materials, company profile & resources and accessibility.

Evaluation Criteria	Weighting
Pricing and Related Costs	65%
Proposed Methodology, Equipment and Materials	20%
Company Profile & Resources and Experience	10%
Accessibility Standards for Customer Service	5%

The highest scoring proposal was received from Kehoe Marine Construction who provided a detailed submission with an experienced and qualified team. It was evident that they had a clear understanding of the project scope and they demonstrated an approach to this project consistent with best practice. The price submitted by Kehoe Marine Construction was higher than the anticipated costs for this project.

The second submission was received from Hybrid Construction. Hybrid Construction provided a thorough submission and they clearly demonstrated their understanding of the scope of work in response to the RFP. Their price was significantly higher and the key factor in the final scoring of the proposals. A summary of the original financial proposals and scoring are included in the table below.

April 17, 2018

Page 4 of 5

RFP Proponents	Financial Proposal	Total Score
Kehoe Marine Construction	\$667,204	93
Hybrid Construction	\$777,777	81

Staff reviewed options and potential value engineering solutions and approached both proponents with a revised design on February 6, 2018. Submissions were received from both proponents on February 15, 2018 and reviewed against the original evaluation criteria as set out in the RFP. The revised financial proposal and scoring are outlined in the table below.

RFP Proponents	Financial Proposal	Total Score
Kehoe Marine Construction	\$473,500	93
Hybrid Construction	\$593,333	77

The submission from Kehoe Marine Construction meets the criteria as set out in the original RFP. The revised design identified through the value engineering process will address future high and lower water lake level fluctuations and make it safer for our seasonal and transient boaters to access their slips.

**Existing Policy/By-Law:**

By-Law Number 200-134 A By-Law to Establish Purchasing Policies and Procedures

**Notice Provisions:**

Not applicable

**Accessibility Considerations:**

Not applicable

**Financial Considerations:**

Additional funds are required for this project from the Marina reserve fund. Future capital plans will be reviewed and modified to accommodate the change in the project estimate.

**Contacts:**

Lanie Hurdle, Commissioner, Community Services 613-546-4291 extension 1231

Luke Follwell, Director, Recreation & Leisure Services 613-546-4291 extension 1815

April 17, 2018

Page 5 of 5

**Other City of Kingston Staff Consulted:**

Adam McCluskey, Manager, Recreation Facilities, Recreation & Leisure Services

Lana Foulds, Manager, Financial Planning, Financial Services

Andrew Reeson, Legal Counsel, Legal Services

**Exhibits Attached:**

Not applicable