



Report To:	Manitoulin-Sudbury District Services Board
From:	Connie Morphet, Director of Finance & Administration Patrick Wittmann, Supervisor of Infrastructure & Asset Management
Date:	Sept. 27, 2017
Re:	347 Second Avenue Tender – Issue Report

Purpose

This report provides a review of tender results for the roof and envelope replacement at 347 Second Avenue administration building in Espanola.

Background

The Board was advised of significant issues at the 347 Second Ave DSB building which house the Finance staff, Infrastructure staff and Paramedic administrative staff. There are some serious issues with the roof and the envelope of the building that required attention. Staff were directed to issue a tender to have the required work completed.

Tendering

The tender for this project was developed with an engineer retained by the Manitoulin-Sudbury DSB, following the Board approved [Procurement Policy](#) and [Tender Policy](#). The Tender was advertised locally and more broadly through the MERX tender advertisement system.

There were 11 contractors at the mandatory site meeting, some of which were the subcontractors of the attending general contractors. The engineer was also on hand and led the site meeting. One addendum was developed following the site meeting resulting in a minor scope of work increase and the addition of two alternate construction details.

The two alternates are:

- 1) Install a TPO roofing system (single ply, high tech mesh reinforced system) instead of the specified 2-ply SBS high tech asphalt roofing system
- 2) Install a Brick Veneer instead of a cultured stone veneer on the 2nd avenue face of the building.

Tender Results

The tender opening was public as per the [DSB Policy B3.05](#) and 3 contractors attended the opening at 210 Mead Blvd on Tuesday September 5th.

Tender Assessment-2017-02-TNDR				
Tender: 347 Second Ave Project				
Closing Date: September 5, 2017 @ 2 p.m.				
CONTRACTOR:	#1	#2	#3	#4
Tender Submission Form	yes	yes	yes	yes
Rates Appendix	yes	yes	yes	yes
Bidder Information	yes	yes	yes	yes
Conflict of Interest Information	yes	yes	yes	yes
Confidentiality Agreement	yes	yes	yes	yes
Reference	yes	yes	yes	yes
Bid Security	yes	yes	no	yes
Mandatory Site Meeting	yes	yes	yes	yes
Proof of liability Insurance	yes	yes	yes	no
Proof of current WSIB	yes	yes	yes	no
Completeness of Bid	Complete	Complete	Incomplete	Incomplete
Finance				
Roofing cost	\$119,000	\$152,000	\$114,654	\$141,000
Total	\$119,000	\$152,000	\$114,654	\$141,000
General Considerations				
Use of a Sub-Contractor	yes	yes	yes	yes
Other-Addendum	yes	yes	yes	yes
Other-TPO Membrane	-\$1,500	-\$2,485	-\$3,000	\$3,200
Other- Brick Veneer	-\$9,756	-\$3,600	-\$5,000	-\$5,500
Total	\$107,744	\$145,915	\$106,654	\$138,700
Overall Total	\$107,744	\$145,915	\$106,654	\$138,700
Engineering costs	\$10,774			
Project Contingency: 15%	\$17,777			
Total per Tender Costs	\$136,295			
Additional Staff Recommendations				
Replace Front Door	\$3,000			
Replace Carpet in the affected offices	\$3,500			
Replace Windows	\$19,500			
Total with Additions	\$162,295			

Recommendations:

The opinion of the engineer is as follows:

- 1) Contractor #3 provided the lowest bid but did not submit the 2.5% bid bond resulting in an incomplete bid.
- 2) Contractor #1 provided the second lowest bid and it is a complete bid. This contractor is experienced and can deliver the required scope of work. He further recommends accepting both credits from Contractor #1 (TPO roof and Brick Veneer) for a total tendered price of \$107,744 plus applicable taxes.

DSB staff are recommending that the Board accept the tender results which award the contract to Contractor #1 at a cost of \$107,744.

Engineering costs of \$10,774 plus a 15% contingency of \$17,777 for a sub-total of \$136,295.

In addition, staff are recommending that the Board approve the additional items identified that would bring the building to a state of good repair and would improve the overall energy efficiency. The carpet replacement will occur in areas where annual flooding occurred. The additional cost recommended by staff is \$26,000.

This would bring the total estimated cost to \$162,295 plus applicable taxes.