



Date: 2021-10-12

From: Steven Dollmaier, Director of Operations

Subject ITFD Roofing Tender Award

Report OPS 2021-47

Recommendation

That Tender RFP 2021-20, Roof Repair for the Inter-Township Fire Department Fire Hall, hereby be awarded to D.J Peat Roofing and Sheet Metal LTD. at the tender price of \$43,400.20 (excluding HST), to be completed by November 30th, 2021, and,

Whereas RFT 2021-20 has exceeded the budget amount of \$30,000.00, the remaining additional \$13,400.20 be funded from the ITFD reserve.

Background

A roof leak has developed in the north section of the Inter-Township Fire Hall Garage Bay which needs to be repaired before the winter season. This leak is allowing water into the building along with causing damage to other parts of the roof by collecting between the roof and roofing substrate and has the potential to cause more damage to the building if not repair. This repair will hold until the roof needs to be redone in the future.

Analysis

This tender was posted on the Township's Bids and Tender's website and the Township received one submission. The single tender was received as follows:

- i) D.J Peat Roofing and Sheet Metal LTD - \$43,400.20

The single tender was evaluated for completeness, adherence to the required specifications, and overall price.

As submitted tender met the specifications and qualifications listed, staff are recommending awarding the contract to D.J Peat Roofing and Sheet Metal LTD. for the completion of this project.

Financial Impact

This project was included in the 2021 budget at \$30,000.00. With the lowest bidder quoting a total of \$43,400.20, the difference of \$13,400.20, will therefore be funded from the ITFD reserve.

Strategic Priorities

Deliver Effective and Cost-Efficient Services

The Township will strive to be a leader in municipal and customer service excellence. We will continue to offer remarkable service to those we serve. We will promote operational excellence by focusing on fiscal responsibility. The corporation will be fiscally prudent, and we will invest in our staff to attract the best employees.

Conclusion

Through the acceptance of the submitted tender for the Roof Repair for the Inter-Township Fire Department Fire Hall, staff may proceed with scheduling and implementing this budgeted project.

Respectfully Submitted: Steven Dollmaier, Director of Operations

Report Approval Details

Document Title:	OPS 2021-47 ITFD Roofing Tender Award.docx
Attachments:	
Final Approval Date:	Oct 7, 2021

This report and all of its attachments were approved and signed as outlined below:

Steven Dollmaier, Director of Operations

Kassandra Rocca, Director of Finance

Brittany Drury, Interim CAO/Clerk