

Municipality of Lakeshore – Report to Council

Operations

Roads, Parks & Facilities



To: Mayor & Members of Council
From: Jeff Wilson, Division Leader – Roads, Parks & Facilities
Date: September 1, 2022
Subject: Tender Award – Comber Library Renovations

Recommendation

Award the tender for the Comber Library Renovations to RC White Ltd in the amount of \$137,121.60 including applicable HST, as presented at the September 13, 2022 Council meeting.

Background

At the October 26, 2021, Council meeting the following resolution was passed:

Resolution #341-10-2021

Direct Administration to include the estimated cost of renovation in the 2022 Budget Process for the creation of a community hub, including library premises, at 6405 Main Street, Comber.

Advise the Essex County Library Board that Council supports the use of a Programming and Outreach model in the community of Stoney Point; and

If the \$200,000 cost estimate is insufficient, that Administration be directed to prepare a report for Council's consideration.

Comments

The Essex County Library is focused on meeting the needs of the community through outreach and programming while broadening community use. The proposed renovations to the former Comber medical facility will provide a site that will continue to meet the necessities of the library while providing a space for community use.

Based on the Resolution #341-10-2021 (above), Administration initiated a project to renovate the former Comber medical facility located at 6405 Main Street in Comber.

The renovations to the facility include compliance with AODA standards and will provide an adequate space that would meet the needs of the Essex County Library.

The initial project steps have been outlined below:

- Quotes for consulting services were obtained and JP Thompson Architects LTD was retained to prepare renovation drawings;
- Several layout options were explored by Administration and reviewed with Essex County Library;
- The floor plan was agreed upon and drawings were completed in compliance with AODA standards;
- An application was made to the Building Department to obtain a building permit;
- Preparation of a tender package was prepared and tendered;
- Rezoning application submitted for consideration; and
- Award of tender recommendation.

Through the building permit application process, it was identified that a rezoning application was required. The rezoning application is also being presented at this September 13, 2022, Council meeting.

In the interest of time and in parallel with the rezoning application process, the renovations were tendered.

The tender to undertake the Comber Library Renovations was publicly tendered on Bids & Tenders on August 5, 2022.

The following six (6) tenders were received prior to the tender closing time on August 26, 2022:

| Tenderer | Price (excluding HST) | Price (including applicable HST) |
|-------------------------------|----------------------------------|---|
| RC White Ltd | \$134,750.00 | \$137,121.16 |
| Vince Ferro Construction Ltd. | \$186,660.00 | \$189,945.21 |
| Matassa Incorporated | \$195,333.00 | \$198,770.86 |
| Valente Contracting Inc | \$214,500.00 | \$218,275.20 |
| Elmara Construction CO. LTD. | \$223,754.00 | \$227,692.07 |
| Direk Construction Inc. | \$299,350.00 | \$304,618.56 |

The renovations are expected to be completed by the end of 2022.

Others Consulted

The Essex County Library was consulted.

Financial Impacts

Council is prohibited from making any expenditures or incurring any other liability which exceeds \$50,000 during a period when certain acts are restricted leading up to the municipal election (section 275 of the *Municipal Act, 2001* which is colloquially referred to as the "lame duck" period). This restriction only applies where the expenditures were not budgeted and/or within the approved budget amount.

This expenditure was included in the 2022 budget and adopted by Council.

The financial impacts have been summarized below:

| Item | Total Costs (excluding HST) | Total Costs (including applicable HST) |
|----------------------------|--|---|
| RC White Ltd Tender Amount | \$134,750.00 | \$137,121.60 |
| Consulting Fees | \$7,225.00 | \$7,352.16 |
| Site Work | | tbd |
| Total Project Costs | | \$144,473.76 |
| 2022 Budget Dollars | | \$200,000.00 |
| Remaining Budget | | \$55,526.24 |

The total project cost to date is \$144,473.76 (including applicable HST) including the above awarded tender amount (if approved by Council).

The site works required to satisfy site plan approval is expected to be in line with the remaining budget dollars.

Attachments

Attachment 1: Comber Library Floor Plan

Report Approval Details

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| Document Title: | Tender Award - Comber Library Renovations.docx |
| Attachments: | - Comber Library Floor Plan - 2022.docx |
| Final Approval Date: | Sep 8, 2022 |

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

Prepared by Jeff Wilson

Submitted by Krystal Kalbol

Approved by Justin Rousseau and Truper McBride