



# Staff Report

## Community Services

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**Report To:** Committee of the Whole  
**Meeting Date:** June 25, 2018  
**Report Number:** CSPW.18.057  
**Subject:** L.E. Shore Memorial Library Steel Barrel Roof Costing Options  
**Prepared by:** Aaron McMullen, Facility Manager/Building Maintenance Coordinator

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### A. Recommendations

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THAT Council receive Staff Report CSPW.18.057, entitled "L.E. Shore Memorial Library Steel Barrel Roof Costing Options"; and

THAT Council direct staff to move forward with Option 1 for the full replacement of the steel barrel roof and windows at the L.E. Shore Memorial Library, as detailed in this report, at a cost of \$435,895.00;

AND THAT Council approve an increase in the budget of \$11,395 with funding coming from the Capital Replacement Reserve;

AND THAT Council approve reallocating the \$20,000 in the approved 2018 capital budget to the roof replacement budget to fund the window replacements.

### B. Overview

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This report outlines the pricing and options submitted during the tender process for 2018-50-T-COM Library Roof Replacement as requested by Council at the June 26, 2017 Committee of The Whole meeting.

### C. Background

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In late March of 2016, Town staff began providing Facility Maintenance Services at the L.E. Shore Memorial Library. After reviewing a health and safety inspection and undertaking discussions with Library staff, Facility Maintenance staff deemed the air quality concerns to be of the highest priority and began the process of determining the appropriate steps required to rectify the issue.

Throughout the course of the project, several leaks in the replaced flat roof were identified which were repaired by Northeast Roofing. However, two leaks were persistent and a site meeting was convened on February 10, 2017 to investigate these leaks. The leaks were located in the gallery and the main hallway within the area of the skylight.

During the site meeting, observations were made at both leak locations. A portion of the metal roofing was lifted and water was observed on the underside of the roofing and the insulation was found to be saturated. Water was present well above the location of the flat roof tie-in detail. Therefore, the flat roof project was not the cause of the new leaks from the steel roof.

Staff obtained the services of C.C. Tatham and Associates Inc. to perform an investigation of the steel roof section. Staff provided Council with a report at the April 3, 2017 Committee of The Whole meeting outlining the details in the investigative report provided by C.C. Tatham and Associates Inc.

At the June 26, 2017 Committee of The Whole meeting, Council received Staff Report CSPW.17.060 entitled "L.E. Shore Memorial Library Steel Roof Investigation" requesting:

AND THAT Council approve the creation of a capital budget for the replacement of the steel roof sections on the L.E. Shore Memorial Library for \$437,500;

AND THAT Council approve funding the capital budget from the Capital Replacement Levy Reserve;

AND THAT Council approve a \$10,000 repair budget to be used as required,

AND THAT Council direct staff to provide Council with a staff report prior to the construction contract being awarded with options

This motion was carried.

On January 24, 2018, staff issued a Request for Proposal 2018-09-P-COM "Request for Proposal for Engineering Services for Roof Replacement at the Blue Mountains Library" with 28 bid takers and 13 bids submissions. After the evaluation process C.C. Tatham and Associates Inc. was the successful bidder.

On May 18, 2018, staff issued Tender 2018-50-T-COM entitled "Barrel Roof Replacement at L. E. Shore Memorial Library" with a voluntary site visit on May 24, 2018 with one vendor attending and a closing date of June 14, 2018.

## **D. Analysis**

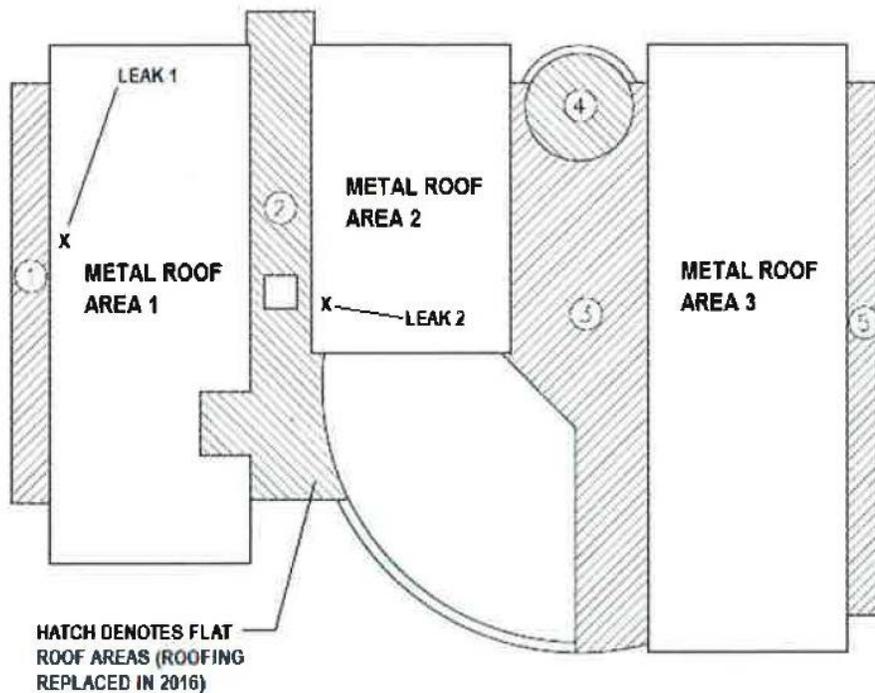
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As per Council direction, staff structured the Tender as to give Council options before the construction contract was awarded. Staff split the Tender between the must replace pieces and four provisional pieces that Council could decide to move forward with or eliminate from the contract.

On June 14, 2018, the opening for tender 2018-50-T-COM entitled "Barrel Roof Replacement at L. E. Shore Memorial Library" took place with one bid submission and one notice of no bid.

Item	Cost
Replacement of Sections 1 and 2 (must do)	\$258,895
<b>Provisional Items</b>	
Replacement of Section 3	\$123,000
Wall Panel Installation	\$27,600
Window Replacement in Sections 1 and 2	\$11,000
Window Replacement in Section 3	\$15,400
<b>Total Cost (including provisional items)</b>	<b>\$435,895</b>

The following diagram indicates the locations of roof sections 1, 2 and 3.



With the full contract coming in at \$11,395 (or 3%) over the original budget, staff are recommending that the Town proceed with the full replacement of all three sections of the roof and the corresponding windows. Council has the ability to choose what, if any, of the provisional items to move forward with.

### **Option 1**

This option includes the following work at a total stipulated price of \$435,895.00:

- Removal and disposal of all 3 roof sections
- Spray foam Insulation of all 3 roof sections
- Roof install of all 3 roof sections
- Gable ends and side wall installation for all 3 roof sections
- Installation of 24 windows total within the 3 sections
- Contingency allowance
- Testing allowance

### **Option 2**

This option includes the following work at a total stipulated price of \$269,895.00 for Sections 1 and 2 only:

- Removal and disposal of sections 1 and 2
- Spray foam Insulation for sections 1 and 2
- Roof install for sections 1 and 2
- Gable ends and side wall installation on sections 1 and 2
- Installation of 10 windows
- Contingency allowance
- Testing allowance

Staff recommend moving forward with Option 1 to install new roofing on all 3 sections of the steel barrel roof.

## **E. The Blue Mountains Strategic Plan**

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- Goal #5: Ensure Our Infrastructure is Sustainable
- Objective #1 Develop a Long-Term Asset Management Plan for the Maintenance, Renewal and Replacement of Existing Infrastructure
- Objective #2 Avoid Unexpected Infrastructure Failure and Associated Costs and Liability
- Objective #3 Implement Best Practices in Sustainable Infrastructure
- Objective #4 Ensure that Infrastructure is Available to Support Development

## **F. Environmental Impacts**

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None

## **G. Financial Impact**

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In addition to the \$437,500 budget created in Staff Report CSPW.17.060, the Town also has \$20,000 for window replacement at the library in the 2018 approved capital budget. Staff are

recommending that this \$20,000 be reallocated to cover the cost of the windows scheduled for replacement in this Tender. This additional \$20,000 will give staff a total budget of \$457,500.

The Engineering costs for this project are \$33,000 and the construction costs are \$435,895 for a total project cost of \$468,895, leaving a budget shortfall of \$11,395.

Staff recommend that Council increase the budget by \$11,395 and complete work on all 3 steel barrel roof sections and replace all windows included in the Tender.

## **H. In consultation with**

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Sam Dinsmore, Deputy Treasurer/Manager of Accounting and Budgets  
Serena Wilgress, Manager of Purchasing and Risk Management

## **I. Attached**

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None

Respectfully submitted,

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Aaron McMullen  
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