

# STAFF REPORT

THE CORPORATION OF THE TOWN OF COBOURG



<b>Report to:</b>	Mayor and Council Members	<b>Priority:</b>	<input type="checkbox"/> High <input type="checkbox"/> Low
<b>Submitted by:</b>	Ian D. Davey, BBA CPA CA Treasurer Municipal Buildings	<b>Meeting Type:</b>  Open Session <input checked="" type="checkbox"/> Closed Session <input type="checkbox"/>	
<b>Meeting Date:</b>	April 19, 2021		
<b>Report No.:</b>	[Report Number]		
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**Subject/Title:**      **Market Building Roof Replacement**

## RECOMMENDATION:

THAT Council receive this report for information purposes

AND

FURTHER THAT Council award the contract for the replacement of the Market Building roof to the low bidder being Urban Roofing & Consulting at a cost of \$124,890.05 including non-refundable HST using the Polymer Shakes product as approved by the Ontario Heritage Trust subject to approval by the Cobourg Heritage Committee plus an additional contingency of \$10,000 to be used to repair any damaged roof sheeting.

## 1. STRATEGIC PLAN

Not applicable

## 2. PUBLIC ENGAGEMENT

The choice of materials for this project is subject to approval by the Ontario Heritage Trust and the Cobourg Heritage Committee.

## 3. PURPOSE

The replacement of the roof on the Cobourg Market Building was given budget approval in the 2021 Capital Budget. The purpose of this report is to provide Council with the results of the tender for this work and a recommendation for the award of this contract.

#### 4. ORIGIN AND LEGISLATION

The Cobourg Market Building is a prominent building within the area known as Victoria Square along with the Fire Hall Theatre and Victoria Hall. In particular, the roof of the Market Building because of its size and relative low height is highly visible from all vantage points surrounding the Square.

The roof replacement has been deferred in prior year capital budgets but was approved in the 2021 capital budget and is necessary to prevent damage to the interior of the building.

#### 5. BACKGROUND

The municipality contracts with Ontario Roof Consultants (ORC) to provide advice on high profile projects such as this one. ORC prepared the specifications for this work and through an invited tender process identified four contractors considered qualified to take on this project.

ORC identified two options for the materials to be used for this roof. The first is to replace the existing cedar shakes with the same wood product. The alternative product is a polymer material that maintains the appearance of the traditional cedar shingles. The contractors were requested to bid on both options.

The polymer material option was submitted to both the Ontario Heritage Trust and the Cobourg Heritage Committee for their consideration and approval.

The advantage of the polymer product is that it maintains the appearance of the wood shingle but is expected to have a much longer useful life. As well the colour of the product will be consistent throughout its life while the wood shingles are subject to discoloration over time. In addition, the quality and availability of wood shingles is a concern which has contributed to the recommendation to approve the polymer product for this project.

#### 6. ANALYSIS

The results of the bids received are as follows:

Option #1 – Cedar Shingles (all prices before HST)

1) Urban Roofing & Consulting	\$117,150.00
2) Modern Roofing Inc.	\$119,364.00
3) The Feather & Roadhouse Co. Ltd.	\$123,750.00
4) Crawford Roofing Corporation	\$125,100.00

Option #2 – Polymer Shingles (all prices before HST)

1) Urban Roofing & Consulting	\$122,730.00
2) Modern Roofing Inc.	\$125,865.00
3) Crawford Roofing Corporation	\$129,600.00
4) The Feather & Roadhouse Co. Ltd.	\$132,477.00

Approval was given by the Ontario Heritage Trust to use the polymer product.

The Cobourg Heritage Committee will be reviewing the matter at their next meeting scheduled for April 7, 2021 and are expected to give their approval to the project and the use of the polymer product.

## 7. FINANCIAL IMPLICATIONS/BUDGET IMPACTS

The staff recommendation is to award the contract to the low bidder, Urban Roofing & Consulting using the polymer material at a cost of \$122,730.00 plus non-refundable HST in the amount of \$2,160.05 for a cost of \$124,890.05.

The ORC consulting fee is based on 5% of the cost of the project which will be \$6,136.50 plus non-refundable HST of \$108.00 for a total of \$6,244.50.

In addition, there may be some repair work required to the roof sheeting once the existing cedar shingles are removed however it is not possible to determine the extent of that work at this time. It is suggested that the approval include a contingency of \$10,000 to cover this work if required. The contractor would need to obtain authorization from ORC prior to commencing any additional work.

The total cost of the project including the contract, consulting and contingency is \$141,134.55 which is within the approved budget of \$150,000 for this work.

All contractors have been notified of an across the board price increase in materials as of May 1, 2021 so there is some urgency in awarding this work prior to that date so that materials can be ordered prior to May 1<sup>st</sup> to take advantage of existing prices.

## 8. CONCLUSION

The staff recommendations to Council are as follows:

- 1) Approve the award of the contract to Urban Roofing & Consulting in the amount of \$122,730.00 plus non-refundable HST for a cost of \$124,890.05
- 2) Approve the use of the polymer product based on its slightly higher cost but anticipated much longer life expectancy.
- 3) Approve a contingency of up to \$10,000 to cover any additional work required once the existing shingles have been removed.

## Report Approval Details

Document Title:	Market Building Roof Project - Corporate Services-048-21.docx
Attachments:	
Final Approval Date:	Apr 5, 2021

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

**Tracey Vaughan, Chief Administrative Officer - Apr 5, 2021 - 1:48 PM**