

To: David Creery, Chief Administrative Officer
From: Craig Wallace, Manager of Building & Facilities
Re: 2024 Roof Replacement Projects

AIM

To request an increase in capital funds for the roof replacements at three City buildings

BACKGROUND

The 2024 capital budget process approved three capital roof replacements at City Hall Upper roof (11317), 944 James St (11318) and Southside Aquatic Centre (11322) with budgets of \$175,000, \$350,000 and \$175,000 respectively. The total budget approved for all three roofs is \$700,000. A single tender package was prepared to combine the three projects into one contract.

The roof replacement project generally consists of the removal and replacement of roof sections of approximately 2,335 ft2 at City Hall, 7,965 ft2 at 944 James St (Engineering and Public Works main building) and 3,844 ft2 at the Southside Aquatic Centre.

COMMENTS

As mentioned above, the capital budget contains a total of \$700,000 for the three projects. The bid results are as follows and includes HST:

- Smith-Peat Roofing and Sheet Metal Ltd.....\$791,142.38
- H. & N. Roofing & Sheet Metal Limited.....\$815,957.18
- LaFleche Roofing (1992) Limited.....\$854,280.00
- Flynn Canada Ltd.....\$1,262,006.60

Smith-Peat Roofing located in Exeter Ontario is the low bidder and has satisfactorily included all the required supporting information with their tender bid, which includes a bid bond, agreement to bond for performance and labour and materials payment bonding. Based on their roofing experience, Smith-Peat Roofing is very capable of completing the proposed reroofing work. In 2021, Smith-Peat completed the roof replacement at the Woodstock Art Gallery and since has completed smaller jobs for the City.

The Smith-Peat price includes the following breakdown.

City Hall Upper Roof.....\$152,104.00

944 James St Roof.....\$306,412.00

Southside Aquatic Centre Roof.....\$241,610.00

The anticipated cost of construction is as follows:

| | |
|--------------------------------|------------------|
| • Contract (excludes HST)..... | \$700,000 |
| • Consultant..... | \$70,000 |
| • HST..... | \$14,000 |
| • Contingency..... | \$75,000 |
| Total..... | \$859,000 |

To award the contract for the bid, a \$159,000 increase in the budget amount is necessary. Staff recognizes this project to be a necessity as the three roofs are at the end of life. The total cost to the capital budget program is \$859,000.

Generally, roofing costs have increased substantially. Not included in the tendered project is the removal, storage and replacement of the roof top solar panels on Southside Aquatic Centre roof. This work will be completed by a separate contractor. A higher contingency is included to account for this additional cost as well as any roof deck repairs that may be needed once the existing roofing materials are removed.

Staff recommend that this additional cost be financed from two separate reserves. The solar panels are revenue generating with contributions each year made to the Hydro Reserve Fund. The estimated cost of removal and replacement is \$25,000 and this cost should be funded from the Hydro Reserve Fund. Financing the balance of the additional cost is recommended from the Reserve for Capital Projects.

The proposed work is scheduled to begin in May of this year and to be completed by late September 2024.

As the total value of the tender exceeds \$750,000, Council approval to award is also included.

RECOMMENDATION

That Woodstock City Council approval the award of the City Hall Upper roof (11317), 944 James St (11318) and Southside Aquatic Centre (11322) projects to Smith-Peat Roofing and Sheet Metal Ltd. and authorizes an increase of \$159,000 for the combined roof replacement projects to be funded as follows: \$25,0000 from the Hydro Reserve Fund and \$134,000 from the Reserve for Capital Projects, and notice is hereby given that the 2024-2028 Capital Budget is amended accordingly.

Authored by: Craig Wallace, CET, Manager of Building & Facilities

Approved by: Harold deHaan, P.Eng., City Engineer

Approved by: David Creery, M.B.A., P. Eng., Chief Administrative Officer