



LONDON POLICE SERVICES BOARD

“Deeds Not Words”

Report #: 20-52

To: Chair and Members of the London Police Services Board
Date: May 21, 2020
Subject: Award and Execution of Patio Roof Replacement RFP #20-01 Agreement

Board Action:

- ☒ Update / Information Purposes Only
- ☐ Seeking Input
- ☐ Seeking Decision
- ☐ Evaluation

Synopsis:

This report is to provide the Board with an update and information relating to the award of RFP #20-01 London Police Service Patio Roof Replacement and execution of a standard construction agreement with H. & N. Roofing & Sheet Metal Limited. The total value of the agreement is \$349,000.00 plus applicable taxes.

In accordance with LPSB-103 Procurement and Disposal of Surplus Property policy, the Deputy Chief has awarded the RFP and executed and signed the agreement within the \$500,000 threshold.

Background:

In late January 2020, LPS Senior Director, Facilities, Finance and Fleet Division, and Facilities Manager initiated the development of RFP #20-01 Patio Roof Replacement with the assistance of a roofing consultant, N. American Roof Management Services Ltd.

On February 24, 2020, an RFP #20-01 was posted on bids&tenders website. A mandatory site visit was held on March 2, 2020 that had seven (7) suppliers attend. The RFP closed on March 16, 2020, and the LPS received five (5) proposals.

On March 24, 2020, the LPS Procurement Coordinator completed the evaluation process for all proposals. The RFP Evaluation Committee included:

- Senior Director Rob Lovecky – Facilities, Finance and Fleet Division;
- Facilities Manager Rick Proulx – Facilities Services; and
- Project Consultant Denis Sykora – N. American Roof Management Services Ltd.

The RFP Evaluation Committee reviewed, scored, and ranked the proposals based on the following technical criteria in Stage One:

- Canadian Construction Documents Committee (CCDC)-11 information and project references,
- Understanding of project requirements,
- Resume and experience of site personnel assigned to the project,
- Approach to site quality control,
- Schedule and work plan, and
- Proof of membership in good standing with the Canadian Roofing Contractors Association (CRCA) and Ontario Industrial Roofing Contractors Association (OIRCA).

Only two proponents passed Stage One with technical scores above the required minimum score of 75 out of 100 points. H. & N. Roofing & Sheet Metal Limited received 93 out of 100 points, and Flynn Canada Ltd. received 85 out of 100 points.

Stage Two was the financial and pricing proposal, which evaluated the two (2) remaining proponents' pricing against each other. H. & N. Roofing & Sheet Metal Limited had the lowest price and received the maximum 50 financial points that resulted in H. & N. Roofing & Sheet Metal Limited having the highest overall score of 143 out of 150 points.

In accordance with LPSB-103 Procurement and Disposal of Surplus Property policy, Deputy Chief Betts awarded RFP #20-01 to H. & N. Roofing & Sheet Metal Limited.

In April 2020, a CCDC 2 standard construction agreement, the same template used for the last roofing services agreement executed by LPSB in 2018, was forwarded to the City of London Risk Management team, who validated the liability and indemnification terms as acceptable.

LPS Director of Legal Services reviewed the CCDC 2 agreement, suggested a few minor edits, and noted that further legal review of the terms of the agreement is not required due to the standard and accepted format. The final CCDC 2 agreement was accepted and signed by H. & N. Roofing & Sheet Metal Limited.

LPS Deputy Chief Betts, on behalf of the LPSB, has reviewed and executed the CCDC 2 construction agreement for roof replacement services, in accordance with LPSB-103 Procurement and Disposal of Surplus Property policy.

Financial Implications

This agreement for roof replacement services is expected to be completed in the summer of 2020 and a total value of \$349,000.00 plus applicable taxes, which is funded within the Facilities Services capital budget from 2020.

Recommendation:

That the Board receives this report for informational purposes, in accordance with LPSB-103 Procurement and Disposal of Surplus Property policy.

SUBMITTED BY: Stu Betts, Deputy Chief – Administration