

Municipality Of Chatham-Kent
Community Development
Building Development Services

To: Mayor and Members of Council

From: Paul Lacina, C.B.O.
Director, Building Development Services

Date: September 21st, 2020

Subject: Single Source – T20-274 – Roof Replacement - 2 Chittim Road, Blenheim

Recommendations

It is recommended that:

1. 990581 Ontario Inc o/a Summit Roofing & Sheet Metal be awarded tender T20-274 for the roof replacement at 2 Chittim Road in Blenheim at a total cost of \$84,863.00 (including HST).
2. The total cost be funded from 12100-62410-GEN Recoverable Expenses account.

Background

On July 17, 2019 Building Development Services received a complaint that the roof at 2 Chittim Road was leaking down the walls inside the building, into the lobby, elevator and that mold was growing.

The premise was inspected on July 25, 2019. 2 Chittim Road is a 4 storey apartment building containing 32 units. The structure was constructed in 1988. The inspector found evidence of water damaged ceilings within various units, damaged ceiling tiles in common hallways on each floor level, near the elevator shaft, garbage room, stairwells and main entrance. The Property Manager was contacted. After several warnings and no repairs completed, the Municipality proceeded with an Order.

On September 18, 2019 an Order under Property Standards By-Law 151-2015 was issued to the owner on title to repair the roof. The Order was returned with the owner on title stating that they had not owned the building in 20 years. Building Development Services with the assistance of our Legal department searched title to determine the owner. It was concluded that the owner was a condominium corporation which is not registered.

Throughout early 2020, complaints from tenants continued to be received regarding the leaking roof. Building Development Services continued to work with the Property Manager who attempted to have the roof repairs made. The repairs were unsuccessful.

On March 5, 2020 a new Order was issued to every occupant within the building. Building Development Services was then contacted by several occupants of the building, some of which were on the condominium board. After receiving the Orders the condominium corporation contacted the Municipality and assured that the repairs would take place.

The condominium corporation continued to delay. In early July, 2020 the Inspector who was completing an inspection on the premise was advised by a tenant, who was the treasurer of the condominium corporation they did not have the funds to repair the roof.

Due to the continued deterioration of the roof, Building Development Services proceeded to tender the roof repair. It was determined in the process that the roof required replacement rather than a repair.

Property Standards By-Law 151-2015 section 9.4 requires where the cost of work exceeds \$50,000.00, the Chief Building Official shall seek authorization from Council to carry out the requirements of the Order. Additionally, the Procurement By-Law 03-2016 was adopted by Council on January 11, 2016 and states that single source purchases that meet one of the circumstances below must have prior approval by Council:

- a. Where there is one or no response to a competitive process;
- b. To ensure compatibility with existing products and services, to recognize exclusive rights, or to maintain specialized products that must be maintained by the manufacturer or its representative;
- c. To purchase an item for testing or trial use;
- d. Where Deliverables are in short supply due to market conditions, including geographic limitations and lack of competition;
- e. To purchase an item directly for resale;
- f. To exercise a purchase option under a rental contract;
- g. To purchase goods offered for sale by auction or tender, provided the Chief Administrative Officer (CAO) authorizes the submission of a bid;

- h. Where a competitive method of purchasing could interfere with the Municipality's ability to maintain security or order, or to protect human, animal or plant life;
- i. Where an unforeseeable situation of urgency exists and competitive methods of purchasing would result in the Municipality's inability to obtain the Deliverable in time; or,
- j. Where Deliverables relating to matters of a confidential or privileged nature are required and disclosure of these matters could reasonably be expected to compromise confidentiality, cause economic disruption, or otherwise be contrary to the public interest.

In accordance with the Procurement By-Law, tender T20-274 for repair of the roof at 2 Chittim Road, Blenheim was posted to the Municipal website on July 15th, 2020. Fourteen companies registered as bidders but only one company's bid was compliant. The Procurement By-Law requires Council approval since only one bid was received.

Comments

The qualified bid was from 990581 Ontario Inc o/a Summit Roofing & Sheet Metal at a cost of \$84,863.00 for the replacement of the lower lobby roof, repair of all leaks on the existing upper roof and a 1 year warranty ensuring that all leaks have been repaired.

Accordingly, it is recommended that 990581 Ontario Inc o/a Summit Roofing & Sheet Metal be awarded tender T20-274.

Areas of Strategic Focus and Critical Success Factors

The recommendations in this report support the following areas of strategic focus:

Economic Prosperity:

Chatham-Kent is an innovative and thriving community with a diversified economy

A Healthy and Safe Community:

Chatham-Kent is a healthy and safe community with sustainable population growth

People and Culture:

Chatham-Kent is recognized as a culturally vibrant, dynamic, and creative community

Environmental Sustainability:

Chatham-Kent is a community that is environmentally sustainable and promotes stewardship of our natural resources

The recommendations in this report support the following critical success factors:

Financial Sustainability:

The Corporation of the Municipality of Chatham-Kent is financially sustainable

Open, Transparent and Effective Governance:

The Corporation of the Municipality of Chatham-Kent is open, transparent and effectively governed with efficient and bold, visionary leadership

Has the potential to support all areas of strategic focus & critical success factors

Neutral issues (does not support negatively or positively)

Consultation

The Purchasing Officer was consulted.

The Manager of Legal Services was consulted.

Financial Implications

The cost of the tender will be recouped through a lien placed on 2 Chittim Road, Blenheim, Ontario for \$84,863.00.

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