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CITY OF VANCOUVER

ADMINISTRATIVE REPORT

Report Date: May 3, 2007
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RTS No.: 06687
VanRIMS No.: 03-1200-30
Meeting Date: May 15, 2007

TO: Vancouver City Council
FROM: Director of Facilities Design and Management
SUBJECT: Roof Management Inventory - Appointment of Consultant

RECOMMENDATION

- A. THAT, subject to the conditions set out in Recommendations B,C, and D, Interprovincial Roof Consultants Ltd. be awarded the contract as the consultant to carry out a Roof Management Inventory of City buildings for a maximum contract value, including disbursements, of \$50,000 plus GST; source of funding to be 2005 Capital Budget for the Roofing and Façades Upgrade Program;
- B. THAT the Director of Legal Services be authorized to execute and deliver on behalf of the City all legal documents required to implement Recommendation A.
- C. THAT all such legal documents be on terms and conditions satisfactory to the General Manager of Corporate Services and the Director of Legal Services; and
- D. THAT no legal rights or obligations will be created or arise by Council's adoption of Recommendation A, B and C above unless and until such legal documents are executed and delivered by the Director of Legal Services.

GENERAL MANAGER'S COMMENTS

The General Manager of Corporate Services RECOMMENDS approval of A, B, C and D.

COUNCIL POLICY

- Consultant contracts over \$30,000 require the approval of Council.
- Contracts are to be awarded on the basis of best value for the City.

PURPOSE

The purpose of this report is to seek Council's approval to award a contract for consulting services for Phase 1 of the Roof Management Inventory Condition Update to assess 30 City-owned buildings.

BACKGROUND

The City owns a large inventory of buildings ranging from Library Square to Engineering Services pump stations. These buildings range in age from new to 100 years old and incorporate a wide variety of roof materials. The roofs of these buildings are critical building components and are replaced under the City's Roof Replacement Program, funded from the three year Capital Plan. Failure of roofing systems affect operations within the building, contribute to the advance deterioration of the building structure, and frequently lead to secondary issues such as mould and indoor air quality problems. Resolution of these secondary problems is often costly and requires relocation of occupants of the building. Due to current market situation and specially required weather condition for roof work, replacement of a roof can take between six to ten months. For these reasons, it is imperative that a strategic plan be updated periodically to address emergent issues.

DISCUSSION

Other than recently renewed roofs, the first step in developing this plan is to establish an updated inventory and current condition assessment on roofs that may require renewal in the near future years. Upon receipt of this information, a multi-year replacement plan will be developed for inclusion in coming capital plans. Further studies may be carried out when the phase 1 implementation are properly evaluated.

A request for proposal was advertised in the *Journal of Commerce*, dated January 17, 2007, and with the Roofing Contractors Association of British Columbia, whose members also include inspection consultants. Three formal proposals were submitted, two from roof consultants, one from a roofing contractor. Their quotations are shown below.

Interprovincial Roofing Consultants Ltd.	\$43,915
Wells Klein Consulting Group Inc.	\$89,800
Design Roofing	\$24,800

Upon evaluation of the proposals, staff have concluded that the proposal from the lowest bidder is not viable due to resource capacity to complete the work in a timely manner, past experience and several of the criteria in the RFP were not answered.

The second lowest bidder, Interprovincial Roofing Consultants Ltd. have the majority of their staff located in the lower mainland. Their proposed schedule for carrying out the work in three months is reasonable. Other public institutions that have had similar surveys carried out provided very favourable references.

Based on these considerations, it is recommended that Interprovincial Roofing Consultants Ltd. be awarded the contract for Phase 1 of Roof Management Inventory Condition Update.

FINANCIAL IMPLICATIONS

The maximum contract value, including disbursement, for the Roof Management Inventory Condition Update work is \$50,000 plus GST; source of funding to be 2005 Capital Budget for the Roofing and Façades Upgrade Program.

ENVIRONMENTAL IMPLICATIONS

Unchecked roof leaks may create a hazardous environment for staff and the public arising from the development of mould in hidden areas that eventually contaminate the occupied spaces.

CONCLUSION

Interprovincial Roofing Consultants Ltd. is a well-qualified consulting firm who have done similar successful studies with other public institutes. Their proposal committed a reasonable level of staff resources to this project. Their timeline and costs are reasonable and within budget. Based on these considerations, award of contract to Interprovincial Roofing Consultants Ltd is recommended.

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