



Procurement Award Report – Addendum 1

The following shall be **added** to the **January 21, 2021, Corporate Services Committee**, Agenda item **16.a Monthly Procurement Approvals** (Recommendation), Appendix A:

Appendix A

No.	Report Name	Vendor Name(s)	Type	Description	Amount
9	Loretto Abbey HVAC Upgrade Contractor Award	Pipe All Plumbing & Heating Ltd.	New Procurement Award <hr/> Budget Increase	Complete HVAC System upgrade at Loretto Abbey.	\$ 7,180,000.00 <hr/> \$2,991,816.08
10	Purchase of Dell Chromebooks through SEA January 2021	Dell Canada	New Procurement Award	Purchase of 1000 Dell Chromebooks in support of student claims through Special Equipment Amount funding.	\$598,980.00



Procurement Award Report

(for Purchases/Contracts over \$50,000)

1. Report Information

Report Name	Loretto Abbey HVAC Upgrade Contractor Award
Report #	Ren 2020 037
Division	Capital Development, Asset Management and Renewal
SO/Executive	D. Friesen, Superintendent, Capital Development, Asset Management and Renewal
Initiator/Requestor	H. Akhlaq, Project Supervisor
Report Type	New procurement award

2. Tender/RFP Information

RFP/Tender #	T-004-21	Value (exclude all Taxes)	\$ 7,180,000.00
Term Start Date	February 15, 2021	Term End date	August 31, 2022

3. Description of Goods/Service or Change

Complete Heating, Ventilation and Air Conditioning (HVAC) system upgrade and steam to hot water conversion at Loretto Abbey Catholic Secondary School. Project will be executed in two phases:

Phase 1 (Main School) – Replace the existing heating system (running on steam) and Domestic Hot Water (DHW) system in its entirety with new heating system including hot water boilers, terminal heating equipment, associated piping, DHW system, make up air units, and Building Automation System (BAS).

Phase 2 (Convent) – Install new heating terminal units, associated piping, glycol system for existing Air Handling Units (AHU), new Roof Top Unit (RTU) for auditorium, and BAS.

Variable Refrigerant Flow (VRF) system installation for air conditioning for the school will be executed under Phase 2.

The tender price is higher than the original project budget estimate included in the Renewal Plan for the follow reasons:

- The original scope of work consisted of complete heating system upgrade, installation of new VRF System and Make Up Air (MUA) Units for classrooms, and associated BAS; however, during the design stage, further deficiencies were revealed that upon consultant's recommendation were included in the main scope to ensure that upgraded HVAC system delivers optimum performance to promote human comfort and Indoor Air Quality (IAQ); additional scope includes:
 - replace existing science room make-up air unit which was not operational;
 - new AHU for the Auditorium;
 - extend air conditioning beyond classrooms to other areas
 - extend ventilation beyond classrooms to other areas;
 - provide drywall enclosure for all new pipes and ducts (initial assumption was that they would be exposed);
- Unforeseen site conditions; the existing roof structure and building wall construction could not support the new rooftop units, so additional steel structure had to be designed; the structural work is quite extensive as new steel beams and columns had to be installed through the 4th floor.
- Equipment and labour cost increased in the last year mainly to the COVID19

The additional funds for this project will be taken out of the Renewal contingencies. **However, it is important to note that this will exhaust the whole contingency amount in the 2021 Renewal Plan.**

This was a two stage tender. The first stage consisted of evaluation of the following submissions:

- a. Experience/past projects/references – 40 points
- b. Construction Management Plan – 20 points
- c. Preliminary project schedule and narrative – 20 points
- d. Site and administrative personnel qualifications – 20 points

A minimum score of 70% was required in each category for bidders to move in to the second stage. Price bids were opened only for successful 2nd stage bidders and the low 2nd stage bid is recommended.

4. Procurement Process

Procurement Type	Tender – Two Stage
Consortium/Group Purchase	No
# of Compliant Bidders/Respondents	5 submissions; 2 bidders moved on to 2nd stage
Name of Recommended Vendor/Bidder	Pipe All Plumbing & Heating Ltd.
Winning Bid Value (excl. all Taxes)	\$ 7,180,000.00
Budget Source	School Renewal Allocation
Budget Source approval (Report & Date)	Ren 2015 155 (June 6, 2016), Ren 2019 002 (Oct 10, 2019), Ren 2020 010 (Nov 12, 2020)
Under/Over Budget	Budget Increase required

5. Formal Award Recommendation

<ol style="list-style-type: none">1. That a contract be awarded to Pipe All Plumbing & Heating Ltd for complete HVAC and DHW system upgrade including steam to hot water conversion and installation of air conditioning and BAS in two phases at Loretto Abbey Catholic Secondary School in the amount of \$7,180,000.00, plus net HST of \$155,088.00, for a total cost of \$7,335,088.00.2. That SAB Engineering's (consultant) fee be revised to \$251,300.00 (plus net HST) @ 3.5% of the construction cost (as previously approved) and later adjusted based upon the final construction cost of the project.
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Project Funding Update

Funding Statement

Loretto Abbey CS - (All amounts include net HST)		
	Cost	Balance
Approved Project Budget		\$4,950,000.00
Construction Cost	\$7,335,088.00	
Consulting Fees @ 3.5% of construction	\$256,728.08	
Technical Development Allowance	\$10,000.00	
Contingency Allowance	\$340,000.00	
Total Project Cost		\$7,941,816.08
Balance		(\$2,991,816.08)

Project Budget Change Needed?	Yes
Budget Change Amount	\$2,991,816.08

Formal Budget Change Recommendation

<ol style="list-style-type: none"> 1. That the project budget for the HVAC and DHW system upgrade at Loretto Abbey Catholic Secondary School be increased to \$7,941,816.08 to cover a budget shortfall of \$2,991,816.08. 2. That a Technical Development Allowance of \$10,000.00 and a Contingency Allowance of \$340,000.00 be included in the project budget. 3. That the funding for this project be made available from the School Renewal Plan.
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Procurement Award Report

(for Purchases/Contracts over \$50,000)

1. Report Information

Report Name	Purchase of Dell Chromebooks through SEA January 2021
Division	Special Services
SO/Executive	M. Meehan Superintendent, Special Services
Initiator/Requestor	D. Reid Principal, Special Services
Report Type	New procurement award

2. Tender/RFP Information

RFP/Tender #		Value (excl. all Taxes)	\$598,980.00 plus HST
Term Start Date	January 22, 2021	Term End date	March 1, 2021

3. Description of Goods/Service or Change

<p>Purchase of 1000 Dell Chromebooks in support of student claims through Special Equipment Amount funding in the amount of \$598,980.00 plus NET HST.</p> <p>As per SEA Ministry Guidelines (2019-20) - PPA and Claims-Based Funding:</p> <p><i>It is expected that equipment will be initiated, replaced or upgraded as needed to accommodate changes in students' needs, due to changing technology, and/or to better meet the students' strengths and needs as documented in the current IEP. (p.5)</i></p> <p>As per previous procurement request in November, given the pivot to virtual learning and the competition among Boards for device stock, this additional purchase will allow us to fulfill existing SEA claims and meet the needs of claims currently under review for the current school year. It will all for the maintenance of stock to into 2021. Claims are received on a continuous intake basis as student needs arise. Note the new quote includes imaging and delivery to schools directly from the vendor.</p>
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4. Procurement Process

Procurement Type	RFP
Consortium/Group Purchase	Yes - OECM
# of Compliant Bidders/Respondents	N/A
Name of Recommended Vendor/Bidder	Dell Canada
Winning Bid Value (excluding all Taxes)	\$598,980.00
Budget Source	771
Budget Source approval (Report & Date)	
Under/Over Budget	Within approved budget

5. Formal Award Recommendation

It is recommended to Board that the acquisition of 1000 DELL Chromebooks in support of individual assistive technology claims, purchased through DELL Canada with funding to come through SEA (Special Equipment Amount) be approved at a cost of \$598,980.00 plus net HST.