



# TOWN OF LADYSMITH

A Special Meeting of the  
Council of the Town of Ladysmith  
will be held in Council Chambers at City Hall on

TUESDAY, AUGUST 24, 2010  
4:00 P.M.

## A G E N D A

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### CALL TO ORDER

#### 1. AGENDA APPROVAL

#### 2. STAFF REPORT

- 2.1 Requests for Proposals for Contract Services – Community Services Centre

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### ADJOURNMENT





Town of Ladysmith  
**STAFF REPORT**

To: Council  
From: Ruth Malli, City Manager  
Date: August 20, 2010  
File No:

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Re: REQUESTS FOR PROPOSALS FOR CONTRACT SERVICES - COMMUNITY SERVICES CENTRE

**RECOMMENDATION(S):**

That Council authorize the awarding of the following contracts in relation to services for the Ladysmith Community Services Centre:

| Contract                           | Contractor            | Amount    |
|------------------------------------|-----------------------|-----------|
| Mechanical Services                | Waywest Mechanical    | \$279,970 |
| Electrical Services                | Tyee Electrical       | \$107,907 |
| Structural and Miscellaneous Steel | InterKraft Steel      | \$35,000  |
| Framing Labour                     | Blackline Contracting | \$86,270  |
| Truss Joist Supply                 | Slegg Brothers        | \$43,221  |
| Masonry                            | Mid Island Masonry    | \$19,800  |
| Elevator                           | Thyssen Krupp         | \$51,900  |

**PURPOSE:**

The purpose of this report is to present the results of the Request for Proposals for various services related to the construction of the Community Services Centre at High Street and Second Avenue, and to seek Council's authorization to award the various contracts.

**INTRODUCTION/BACKGROUND:**

Council directed staff to pursue the Community Services Centre and Civic Square project. The Town received a Spirit Square grant and a Community Adjustment Fund grant in the amount of \$2.7 million for the project. The RFP's for these services were issued by the Construction Manager, Windley Contracting, and the proposals were

reviewed by the Project Manager, Carola Bomfim Lima, to ensure they are within the project budget.

The submissions were reviewed based on the following criteria:

- Proponent's body of work
- Nominated staff experience (technical and other) on public buildings and projects of a similar type and size
- Commitment of key team members to the project for the term of the project
- Quality and completeness of proposal submission
- Fee proposal – total fixed fee, rates and charges

**SCOPE OF WORK:**

Once the contracts are awarded Staff and the Project Manager will confer with the successful bidders regarding the project.

**ALTERNATIVES:**

Council could award the contracts to other bidders.

**FINANCIAL IMPLICATIONS:**

As noted, the Town received a grant in the amount of \$2.7 million through the Community Adjustment Fund (CAF) as part of Canada's Economic Action Plan. Costs associated with these contracts will be funded through the grant.

**LEGAL IMPLICATIONS:**

None.

**CITIZEN/PUBLIC RELATIONS IMPLICATIONS:**

The community is excited to become involved in the process. The grants have tight timelines for completion. The awarding of the contracts for the above noted services is required at this point in order to meet deadlines.

**INTERDEPARTMENTAL INVOLVEMENT/IMPLICATIONS:**

The work associated with this project involves all departments.

**ALIGNMENT WITH STRATEGIC PRIORITIES:**

This project is one of the City Manager's top 5 strategic priorities.

August 20, 2010

Ruth Malli  
City Manager – Town of Ladysmith  
410 Esplanade, PO Box 220  
Ladysmith BC V9G 1A2

**RE: Recommendation to Award Contracts for LRC**

Ms. Malli,

Per the recommendations of August 19, 2010 from Walter Hoogland, Construction Manager for the LRC Building project, and my review with him of the budget for the project, I am writing to confirm that I agree with Walter's recommendations. As such, please arrange for execution of the following contracts:

- 1) Mechanical Contract – Waywest Mechanical \$267,197.00 plus \$12,733.00 (solar ready equipment omitted in original bid) = \$279,970. Even with the inclusion of the cost of the solar ready equipment, the contractor is still low bidder. This, in addition consideration should be given to the fact that they were also the Contractor on the Boys and Girls Club project, and Windley Contracting Ltd. has confirmed that they were very satisfied with their performance.
- 2) Electrical Contract – Tyee Electric \$107,907.
- 3) Structural and Misc Steel – InterKraft Steel \$35,000.
- 4) Framing Labour – Blackline Contracting \$86,270.
- 5) Truss Joist Supply – Slegg Brothers \$43,221.
- 6) Masonry – Mid Island Masonry \$19,800. (Ladysmith based business)
- 7) Elevator – Thyssen Krupp \$\$51,900.

We have confirmed that the project is still within budget, and that there is adequate contingency remaining.

Sincerely,



Carola Bomfim Lima, MAIBC, LEED® AP  
CBL Consulting Ltd.

Copy  
Walter Hoogland, Windley Contracting Ltd.  
Katherine Logan, DAU