



City of
Peterborough

To: **Members of the General Committee**

From: **Richard Freymond**
Commissioner of Corporate and Legislative Services

Meeting Date: **July 6, 2020**

Subject: **Report CLSFM20-001**
Emergency Procurement of the Peterborough Museum and Archives Curatorial Building Roof Replacement

Purpose

A report to provide information on the Emergency Procurement of the Peterborough Museum and Archives Curatorial Building Roof Replacement.

Recommendation

That Council approve the recommendation outlined in Report CLSFM20-001 dated July 6, 2020, of the Commissioner of Corporate and Legislative Services, as follows:

That the roof replacement at the Peterborough Museum and Archives Curatorial Building was appointed to Trinity Roofing Ltd., 158 Rossdean Drive, Toronto, Ontario, M9L 2S1 under the emergency procurement provisions of Part 8 of By-law 18-084, at a cost of \$190,250 plus HST of \$24,733 for a total cost of \$214,983, be received for information.

Budget and Financial Implications

The net \$193,599 requirement, after applicable HST rebates, can be accommodated within the unused portion of the \$250,000 set aside in the 2020 Capital Budget Project 3-1.02 (Corporate and Legislative Services – Community Services – Museum Storage Building Roof Replacement).

Background

Brief Description of the Work

The Peterborough Museum and Archives Curatorial Building was constructed in 2014. In 2016 after the roof warranty period had expired the roof started leaking in various locations. The General Contractor (GC) was contacted to look into repairing the roof leaks in good faith, even though the original roofing contractor was no longer in business. The GC returned on several occasions to attempt various roof repairs. City staff continued with roof repairs with another roofing contractor up to August 2019. It was becoming evident that the roof was in worse condition than originally thought and concerns around damage to the collections needed to be addressed.

Staff had a Roof Leak Investigation & Condition Assessment completed in August 2019. The report clearly detailed the deficient items and found the roof to be in fair condition. The consultant's recommendation was to recover the entire roof section by means of installing new roofing membrane cap sheet over the same existing assembly. The rationale is that the existing roof membrane cap sheet and flashings are poorly installed and will continue to be problematic. This will cause unwanted leaks which will eventually damage the thermal insulation, vapour retarder and gypsum board within large areas of the existing roofing system, at which time a full replacement will be inevitable. A new roof membrane cap sheet installed over the existing system will restore water tightness and protect the entire system to fulfill its expected twenty-year life cycle.

The roof continued to leak after every rainstorm and with winter snow loads and melting on the way, it was determined that emergency action needed to be taken to recover the roof with a new roofing membrane prior to winter.

The work was appointed to Trinity Roofing Ltd. as they had previously completed other roofing work for the City and were the low bidder on the City's roofing tenders in 2019. They have also performed all of the roof repairs at the Museum over the last two years. The work started in late November however, with the snow loads and melting creating ice, work had to stop in late December 2019. The worst areas of the roof did get recovered and almost all leaks were controlled. The work was completed in mid May 2020 and presently no leaks have been detected or observed.

Emergency Procurement

Part 8 of the Procurement By-law 18-084 requires that as soon as possible after the Emergency, if an Emergency purchase greater than \$50,000 has been made pursuant to Part 8, and where the expenditure would normally have been subject to a Competitive Process, a report shall be prepared by the requesting Commissioner explaining the action taken and reasons therefore. In this instance, as the expenditure is greater than \$100,000 a report must be submitted to Council.

Timelines

Trinity Roofing completed the roof replacement in mid May 2020.

Summary

The Emergency Procurement and subsequent reporting as described in this report, has been made in accordance with Procurement By-law 18-084.

Submitted by,

Richard Freymond
Commissioner of Corporate and Legislative Services

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