



**TO:** Mayor Bridge and Members of Council  
**FROM:** Allan Carr, Facilities Manager  
**DATE:** April 21, 2016  
**SUBJECT:** Palmerston & District Community Centre North Gable Modification

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**STRATEGIC PLAN:**

5.6 Analyze, prioritize and evaluate major capital projects from a cost-benefit perspective to determine fiscally feasibility. Comply with Provincial Asset Management Plan rules and accepted practices for small rural municipalities.

5.7 Adopt and maintain fair and transparent procurement policies and by-laws to ensure the Town receives competitive pricing on tenders and proposals, and that local business has equal opportunity to submit bids.

5.8 Ensure operations, facilities and programs operate efficiently and effectively through a business plan process implemented at budget.

**BACKGROUND**

In 2006, the roof at the Palmerston and District Community Centre was replaced, but the North Gable on the facility was not included as part of the job. The 2016 Capital Budget includes repairs to the North Gable and lobby renovations in the facility. Moisture in the lobby area has just become an problem due to the condition of the gable. With some of the issues we have had with previous roof projects, it was decided that we receive proposals from three invited, prequalified businesses to provide us with proposals to do the work.



**COMMENTS**

Three companies were asked to bid on the project and the following proposals were:

D.J.Peat Roofing And Sheet Metal Ltd.	No proposal received
Smith-Peat Roofing And Sheet Metal Ltd.	\$48,165 + hst
Nedlaw Roofing Ltd.	\$56,750 + hst

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The companies selected were on the recommendation of Allan Avis Architect. Work will be completed so existing programs and events are compromised.

**FINANCIAL IMPLICATIONS**

The North Gable Modification is in the 2016 budget and does not exceed monies budgeted for the project. The remainder of work done in the Palmerston and District Community Centre will be completed within the dollar amount allocated to the 2016 budget.

**RECOMMENDATION**

That Council receives the Report from the Facilities Manager and C.A.O. Clerk dated April 21, 2016 and approves the North Gable Modification be completed by Smith-Peat Roofing And Sheet Metal Ltd.

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Allan Carr, Facilities Manager

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CAO/Clerk, Bill White