



Report Procurement Division

If this information is required in an alternate accessible format, please contact the Accessibility Coordinator at 905-623-3379 ext. 2131.

Report To: PS Reports - CAO Approve Only

Report Number: Procurement Division-014-25

Report Date: April 9, 2025

Submitted By: Mandy Chong, Manager, Procurement

Approved By: Mary-Anne Dempster, CAO

File Number: CL2025-10

Report Subject: Municipal Administrative Centre – Partial Roof Replacement

Recommendations:

It is respectfully recommended to the Chief Administrative Officer the following:

1. That Crawford Roofing Corporation with a total bid amount of \$851,222.40 (Net HST Rebate) being the lowest compliant bidder meeting all terms, conditions and specifications of tender CL2025-10 be awarded the contract for the partial roof replacement at the Municipal Administrative Centre, as required by Community Services;
2. That the total funds required for this project is \$973,579.64 (Net HST Rebate), which includes construction costs of \$851,222.40 (Net HST Rebate) and other related costs such as design, inspection, testing, contract administration and contingencies of \$122,357.24 (Net HST Rebate) be approved.

1. Background

- 1.1 Tender specifications and drawings were prepared by Barry Bryan Associates and provided by Community Services to Procurement Services. The scope of work included the partial roof replacement at the Municipal Administrative Centre.
- 1.2 Tender CL2025-10 was issued by Procurement Services and advertised electronically on the Municipality's website.
- 1.3 Twenty-one companies registered as official plan takers. The tender document included a mandatory site visit. Twenty-five companies attended the mandatory site visit. Only those plan takers in attendance at the mandatory site visit were eligible to submit a bid.
- 1.4 The tender closed on March 7, 2025.

2. Analysis

- 2.1 Ten submissions were received in response to the tender call. The bids were reviewed and tabulated by Procurement Services (see attachment 1). All submissions were deemed compliant and forwarded to Community Services for review and consideration.
- 2.2 After review and analysis of the bids by Procurement Services, and Community Services, it was mutually agreed that the low compliant bidder Crawford Roofing Corporation be recommended for the award of CL2025-10.
- 2.3 Crawford Roofing Corporation has not worked for the Municipality in the past, however, reference checks were completed and deemed satisfactory.

3. Financial Considerations

- 3.1 The total funds required for this project is \$973,579.64 (Net HST Rebate), which includes the construction costs of \$851,222.40 (Net HST Rebate) and other related costs such as design, inspection, testing, contract administration and contingencies of \$122,357.24 (Net HST Rebate), be drawn from the following account:

Description	Account Number	Amount
Bldg & Properties – Roof Replacements	110-42-421-83687-7401	\$973,579.64

Municipality of Clarington
Report Procurement Division-014-25

Page 3

Staff Contact: Mandy Chong, Manager, Procurement, 905-623-3379 ext. 2209 or
mchong@clarington.net.

Attachments:

Attachment 1 - Summary of Bid Results

Attachment #1 to Report - Procurement Division-014-25

Municipality of Clarington

CL2025-10**Municipal Administrative Centre – Partial Roof Replacement****Bid Summary**

Bidder	Total Bid Price (Including HST)	Total Bid Price (Net HST Rebate)
Crawford Roofing Corporation	\$945,245.00	\$851,222.40
T Hamilton & Son Roofing Inc	998,920.00	899,558.40
Goodmen Corporation	1,007,988.25	907,724.64
Proteck Roofing & Sheet Metal Inc.	1,063,446.33	957,666.36
Eileen Roofing Inc	1,080,376.05	972,912.10
Nortex Roofing Ltd.	1,106,044.00	996,026.88
Always Roofing Ltd	1,155,368.50	1,040,445.12
Trio Roofing Systems Inc.	1,270,685.00	1,144,291.20
Industrial Roofing Services Limited	1,630,330.10	1,468,162.75
Tectra Group Inc.	1,653,190.00	1,488,748.80