

REPORT TO: Mayor and Members of Council

PREPARED BY: Brandon Drew, Director of Economic Development & Community Services

DEPARTMENT: Community Services

DIVISION: Facilities and Parks

MEETING DATE: July 16, 2025

SUBJECT: DCS-08-2025 Ailsa Craig Fire Station RFP Update

PROPOSED MOTION

THAT Council receive the report titled "DCS-08-2025 Ailsa Craig Fire Station RFP Update" as information; AND,

THAT Council increase the budgeted amount for the project from \$200,000.00 to \$240,000.00 to include a \$20,000.00 contingency utilizing the facilities reserve; AND,

THAT Council award the design-build construction contract to K&L Construction for the Ailsa Craig Fire Station Renovation for \$199,700.00.

STAFF RECOMMENDATION

THAT Council receive the report titled "DCS-08-2025 Ailsa Craig Fire Station RFP Update" as information; AND,

THAT Council increase the budgeted amount for the project from \$200,000.00 to \$240,000.00 to include a \$20,000.00 contingency utilizing the facilities reserve; AND,

THAT Council award the design-build construction contract to K&L Construction for the Ailsa Craig Fire Station Renovation for \$199,700.00.

EXECUTIVE SUMMARY

As part of the 2025 Capital Budget, Council approved renovations to the Ailsa Craig Fire Station to include change rooms, showers, and laundry facilities aimed at reducing cancer.

risks for firefighters. The project was tendered through the County of Middlesex's procurement team, receiving five proposals, which were evaluated using a scorecard to prioritize quality, experience, and risk mitigation. K&L Construction ranked highest with a proposal of \$199,700.00, though an increase of \$20,000.00 to the approved budget is required to fully fund the project with HST included. Staff are also recommending a \$20,000.00 contingency to accommodate the washer and dryer and address any unforeseen conditions during construction.

LINK TO STRATEGIC PRIORITIES

Fiscal Responsibility By seeking fiscal sustainability by balancing service needs, demands, and growth

BACKGROUND

As part of the 2025 capital budget, Council directed staff to proceed in a renovation of the Ailsa Craig Fire Station. The renovation was scoped to provide change rooms, showers, as well as a washer and dryer, to mitigate the risk of cancer for North Middlesex firefighters.

The project was tendered utilizing the County of Middlesex's procurement team and had five submissions for the project. The budgeted amount of the project was \$200,000.00, of which \$16,500.00 was already utilized towards lockers, which was funded through a grant.

The lack of documentation on the existing building, including the mechanical drawings, made it difficult for staff to inform the contractors as to what the extent of servicing in the building is currently (specifically with respect to plumbing and drain size).

The request for proposals returned were scored by staff with the assistance of the procurement team at the County. The reason for the utilization of scorecards was to ensure quality and to ensure risk mitigation through identifying well-rounded proposals.

DISCUSSION

The results of the five proposals received are outlined below:

Respondent	Rated Requirements and Evaluation Criteria			Total Score	Rank	Proposal Price
	RFP Category	Section Name				
	Weighting					
	3a	3b	3d			
	Experience and Qualifications	Project Plan	Proposal Pricing			
	Lowest Submitted Proposal Price Divided By Respondent's Proposed Price Multiplied by the Evaluation Weighting					
	40%	30%	30%			
	Score	Score	Score			
2212691 Ontario Inc.	8	7	30.00%	83.00 %	3	\$168,500.00

K&L Construction	10	10	25.31%	95.31%	1	\$199,700.00
MCI Design-Build Corporation	10	10	25.04%	95.04%	2	\$201,904.00
Hayman Construction Inc.	7	8	24.48%	76.48%	5	\$206,500.00
Direk Construction Inc.	8	10	15.99%	77.99%	4	\$316,040.00

As per the scorecard outlined in the request for proposal, K&L Construction was the winning bidder scoring 95.31% on their submitted proposal.

In order to accept the proposal from K&L Construction, including the HST associated with the proposal, the budget requires an increase of \$20,000.00.

To include the washer & dryer (owner supplied), as well as any other project unknowns that may arise through the process, staff are suggesting adding a \$20,000.00 contingency to the project.

FINANCIAL

The added increase of the staff suggested \$40,000.00 will be funded through the facilities reserve which is where \$183,500.00 of the original \$200,000.00 budget was funded from.

ATTACHMENT

Prepared By: **Brandon Drew, Director of Economic Development & Community Services**

Reviewed By: Ralph D'Alessandro, Director of Finance /Treasurer

Approved By: Carolyn Tripp, Chief Administrative Officer