



Memo

Date: July 8, 2025

From: Stephen Herczeg, Procurement Officer, Middlesex County

Subject: Procurement Process RE: Municipality of North Middlesex RFP
NM-2025-02 (Ailsa Craig Fire Station Renovation)

To the Municipality of North Middlesex Council:

I am providing this supplementary memo to the Municipality's Director of Economic Development & Community Services report regarding the status of the Request for Proposal (RFP) for Ailsa Craig Fire Station Renovation to provide Council an overview of the steps taken to date and the rationale behind the process.

In accordance with the Municipality of North Middlesex Procurement Policy (the "Policy") staff with the support of Middlesex County Procurement Services issued a Request for Proposal publicly on the County's Bids and Tenders online bidding system on June 12, 2025, which closed on July 4, 2025.

Five submissions were received. Both County Procurement Services and staff reviewed the proposals. The proposals were evaluated based on the experience and qualifications of the contractor, the proposed project plan, and the proposal pricing. Based on this evaluation criteria, K&L Construction received the highest score.

The budgeted cost of the interior renovation project prior to Tendering was \$183,500.00 excluding H.S.T. K&L Construction's proposal pricing is \$199,700.00 excluding H.S.T., which is \$16,200.00 over the budgeted cost.

County Procurement Services supports the Director of Economic Development & Community Services to award the Request for Proposal # NM-2025-02 to K&L Construction in the amount of \$199,700.00 before taxes subject to Council's approval for the increased budget.

Regards,

A handwritten signature in black ink that reads "Stephen Herczeg".

Stephen Herczeg
Procurement Officer
Middlesex County
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