



The Corporation of the District of Saanich

Report

To: Mayor and Council
From: Harley Machielse, Director of Engineering
Date: May 29, 2025
Subject: Increase Award to Tender (ITT 25-062) – Roof Replacement – Saanich Commonwealth Place

RECOMMENDATIONS

That Council approve the increased award, and change orders within approved budget, of **Tender 25-062 - Roof Replacement – Saanich Commonwealth Place** to **Parker Johnston Industries Ltd.**

PURPOSE

The purpose of this report is to request approval to increase the award Tender 25-062 – Roof Replacement – Saanich Commonwealth Place (SCP) as required by the Signing Authority Bylaw

DISCUSSION

A Tender was issued by the District for a qualified roofing contractor to replace flat roof areas identified as phase 1 of a multi-year building roof replacement program at SCP. The original award for the base Scope of Work was approved by staff in accordance with the District's signing authority levels. There are additional construction services required to support the completion of this project that were not part of the original base Scope of Work. Staff have reviewed the change order and determined it represents good value. Including the work allows construction activities to be bundled together which replaces an aging asset and minimizes overall disruptions.

FINANCIAL IMPLICATIONS

The current contract value is \$271,000.00. The increased work will be by change order which would cause the overall value to exceed the \$500,000 threshold, thus requiring Council approval

Funding for this work is available through the Facilities Capital Budget

Prepared by: Harley Machielse, Director of Engineering

Approved by: Paul Arslan, Director of Finance

ADMINISTRATOR'S COMMENTS:

I endorse the recommendation from the Director of Engineering.
Brent Reems, Chief Administrative Officer