



Date: **September 26, 2023**
 Prepared by: **Amy Janssens, Associate Director – Corporate Services & Treasurer**
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 Subject: **Xavier and Merici Roof Top Unit Replacement Project – Ursuline College**

BACKGROUND

This project has been identified as a priority for 2023-24 at the Xavier and Merici buildings at Ursuline College in Chatham. This project replaces four (4) mechanical roof top units and one (1) energy recovery ventilator that have reached end of service life and replacement parts are no longer readily available. This project will be funded by our annual School Condition Improvement allocation.

Architettura Inc. Architects of Windsor has been engaged as the prime consultant for this project and has completed preparation of the tender documents on our behalf. One (1) submission was opened on September 14, 2023. The only compliant bid was offered by Vince Ferro Construction Ltd. of Windsor, ON at a cost of \$778,906. The consultant has confirmed that the bid is free of exclusions and qualifications. The contract value of this project requires Board approval in accordance with Sec. B Policy – Purchasing.

Estimated Project Cost

Contract Base Bid	\$ 778,906
Professional Fees & Inspections	60,500
Contingencies (5%)	41,970
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	881,376
HST (net of rebates)	19,038
Total Project Cost	<hr/> <hr/>
	\$ 900,414

RECOMMENDATIONS

That the St. Clair Catholic District School Board receive the report: *Xavier and Merici Roof Top Unit Replacement Project – Ursuline College*, for information.

That the St. Clair Catholic District School Board approve the award of the contract for the Xavier and Merici Roof Top Unit Replacement Project – Ursuline College to Vince Ferro Construction Ltd.