



**City of Kingston  
Report to Council  
Report Number 21-213**

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**To:** Mayor and Members of Council  
**From:** Brad Joyce, Commissioner, Corporate Services  
**Resource Staff:** Speros Kanellos, Director, Facilities Management and Construction Services  
**Date of Meeting:** August 10, 2021  
**Subject:** Award of Contract – Rideaucrest Home Common, Dining & Staff Area Renovations & Alterations

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**Council Strategic Plan Alignment:**

Theme: Corporate business

Goal: See above

**Executive Summary:**

The purpose of this report is to seek Council approval to award a contract to David J. Cupido Construction Ltd. (Cupido) for the renovations and alterations to common, dining and staff areas at Rideaucrest Home.

One (1) compliant submission was received and evaluated in response to Request for Proposal (RFP) F31-CS-FMCS-2021-23 for renovations and alterations to common, dining and staff areas at Rideaucrest Home. It is recommended that the contract be awarded to David J. Cupido Construction Ltd. The proponent's quote is deemed fair and reasonable, and matched the budgetary estimates for this project. There are sufficient funds available in the current capital budget to proceed with the award of a contract as recommended in this report.

In accordance with Section 3.4 (iv) of By-Law 200-134, "A By-Law to Establish Purchasing Policies and Procedures for the City of Kingston", Council approval is required when less than three (3) valid responses from vendors are received. While efforts were made to maximize the number of submissions, follow up confirmed that in addition to market conditions, current

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infection control requirements may have limited the number of submissions received. Due Provincial mandates in response to COVID-19, Rideaucrest has been working to develop and implement a capital plan that will address these physical distancing mandates, as well as enhanced infection control practices. Work activities must be carefully scheduled and coordinated with minimal disruption to residents and operations, and stringent infection control requirements also apply constraints. It is therefore important that these capital works be coordinated and completed in a timely manner.

**Recommendation:**

**That** Council authorize the Mayor and Clerk to enter into an agreement with David J. Cupido Construction Ltd. pursuant to RFP F31-CS-FMCS-2021-23 for the renovations and alterations to common, dining and staff areas at Rideaucrest Home, as well as any related amendments thereto or other documents required to complete the work, in a form satisfactory to the Director of Legal Services.

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**Authorizing Signatures:**

ORIGINAL SIGNED BY COMMISSIONER

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**Brad Joyce, Commissioner,  
Corporate Services**

ORIGINAL SIGNED BY CHIEF  
ADMINISTRATIVE OFFICER

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**Lanie Hurdle, Chief  
Administrative Officer**

**Consultation with the following Members of the Corporate Management Team:**

Paige Agnew, Commissioner, Community Services

Peter Huigenbos, Commissioner, Business, Environment & Projects                      Not required

Jim Keech, President & CEO, Utilities Kingston    Not required

Desirée Kennedy, Chief Financial Officer & City Treasurer

Sheila Kidd, Commissioner, Transportation & Public Works                                      Not required

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**Options/Discussion:**

In response to COVID-19, the Province mandated that all long-term care homes develop a dining room plan that has the ability to maintain physical distancing of greater than two meters for all residents. The Province also mandated that all internal activities be modified to promote adherence to physical distancing measures among all staff and residents. Rideaucrest has been working with Facilities Management and Construction Services (FMCS) to develop and implement a capital plan that will address the physical distancing mandates as well as enhanced infection control practices in a timely manner. This work will also ensure that the Home has best practices in place to respond to any further potential outbreaks.

As part of the overall capital plan, significant work is currently underway to supply and install new flooring throughout the four resident floors at Rideaucrest Home and to carry out renovations to resident washrooms and tub and shower rooms. The next phase of capital improvements will involve renovations to the common, dining and staff areas on four floors, to address social distancing measures for residents for dining and programming activities.

Work activities must be carefully scheduled and coordinated at the Home with minimal disruption to residents and operations. As the work is taking place within a health care facility, stringent infection control requirements also apply constraints on the undertaking of the work. It is therefore important that capital works be coordinated and that they are carried out and completed within predetermined work plan schedules. David J. Cupido Construction Ltd. was the successful candidate for the major flooring replacement project and resident washrooms and tub and shower rooms renovation project currently underway at Rideaucrest Home and can begin the common, dining and staff area renovation and alteration work as soon as possible to avoid further disruption to the residents of the facility. The necessary infection control measures are already in place for this work to proceed, and the contractor has demonstrated its ability to work well with staff and residents to follow protocol and minimize disruption.

The RFP was advertised on Biddingo and closed on July 22, 2021. The RFP was posted for twenty-one (21) days and was consistent with purchasing policy requirements. One (1) submission was received and evaluated by two (2) members of the FMCS team. Below is a summary of the companies who submitted bids for this RFP, and their scored based on the evaluation criteria.

Rank	Proponent	Cost	Score
1.	David J. Cupido Construction Ltd.	\$1,854,980.84	93.8

It is recommended that this contract be awarded to David J. Cupido Construction Ltd, having submitted a complete proposal, and demonstrated an understanding of key project requirements and constraints. It also articulated an acceptable methodology to achieve the requirements

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outlined in the RFP. The mandatory submission and technical requirements of the RFP were met. The proponent's quote is deemed fair and reasonable, and matched the budgetary estimates for this project.

There are sufficient funds available in the current capital budget to proceed with the award of a contract as recommended in this report.

While efforts were made to maximize the number of submissions, less than three bids were received for this project, as well as the previous two construction projects at Rideaucrest. Follow up confirmed that, in addition to market conditions, current infection control requirements may have limited the number of submissions received.

**Existing Policy/By-Law:**

Section 3.4 (iv) of By-Law 200-134, "A By-Law to Establish Purchasing Policies and Procedures for the City of Kingston", as amended.

**Notice Provisions:**

None

**Accessibility Considerations:**

None

**Financial Considerations:**

There are sufficient funds available in the current capital budget to proceed with the award of a contract as recommended in this report.

**Contacts:**

Speros Kanellos, Director, Facilities Management and Construction Services 613-546-4291 extension 3133

**Other City of Kingston Staff Consulted:**

Casie Keyes, Administrator, Rideaucrest Home

Andrew Reeson, Associate Legal Counsel, Legal Services

Jeff Rempel, Manager, Facilities Construction Services, Facilities Management and Construction Services

Brent Funnell, Supervisor, Procurement Operations, Financial Services

Cameron Burns, Project Manager, Facilities Management and Construction Services

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**Exhibits Attached:**

None