



**City of Kingston  
Report to Council  
Report Number 21-277**

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**To:** Mayor and Members of Council  
**From:** Craig Desjardins, Acting Commissioner, Corporate Services  
**Resource Staff:** Speros Kanellos, Director, Facilities Management & Construction Services  
**Date of Meeting:** November 16, 2021  
**Subject:** Award of Contract - 500 O'Connor Condenser Installation

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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 MNBS a Division of Modern Niagara Toronto Inc. for the installation of a new rooftop condenser at the Kingston Fire & Rescue Headquarters, located at 500 O'Connor Drive.

Two (2) compliant submissions were received and evaluated in response to Request for Proposal (RFP) F18-CS-FMCS-2021-29. It is recommended that F18-CS-FMCS-2021-29 500 O'Connor Condenser Installation be awarded to Kingston office of MNBS a Division of Modern Niagara Toronto Inc. In accordance with Section 3.4 (iv) of By-Law 2000-134, "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.

**Recommendation:**

**That** Council approve the award of contract for 500 O'Connor Condenser Installation to MNBS a Division of Modern Niagara Toronto Inc. pursuant to RFP F18-CS-FMCS-29, for the installation of a new rooftop condenser at the Kingston Fire & Rescue Headquarters; and

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**That** Council authorize the Mayor and Clerk to execute the contract with MNBS a Division of Modern Niagara Toronto Inc. as well as any other related documents required for the contractor to complete the scope of 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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**Craig Desjardins, Acting  
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	Not required
Peter Huigenbos, Commissioner, Business, Environment & Projects	Not required
Brad Joyce, Commissioner, Transportation & Public Works	Not required
Jim Keech, President & CEO, Utilities Kingston	Not required
Desirée Kennedy, Chief Financial Officer & City Treasurer	

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**Options/Discussion:**

The Purpose of this work is to replace the aging cooling system at the Kingston Fire & Rescue Headquarters with a new, more reliable and more energy efficient system. The new system will utilize a rooftop condenser and a direct expansion coil in the existing air handling unit.

The Request for Proposal F18-CS-FMCS-2021-29 for the installation of a new rooftop condenser at the Kingston Fire & Rescue Headquarters, located at 500 O’Connor Drive was advertised on Biddingo and closed on October 13, 2021. Two (2) submissions were received and evaluated by three (3) members of the Facilities Management & Construction Services Team.

The evaluation was based on the pre-determined criteria as outlined in the Request for Proposal:

1. Pricing and Related Costs – 55%
2. Experience and Qualifications – 17%
3. Proposed Methodology – 10%
4. Project Schedule – 15%
5. Accessibility – 3%

Below is a summary of the companies that submitted bids for this RFP, and their score based on the evaluation criteria.

Rank	Proponent	Cost	Score
1	MNBS a Division of Modern Niagara Toronto Inc.	\$318,461.22	83.3
2	ES Fox Limited	\$329,969.00	71.3

It is recommended that this contract be awarded to MNBS a Division of Modern Niagara Toronto Inc., having submitted a high scoring submission and lowest price. The mandatory submission and technical requirements of the RFP were met, and their submitted proposal articulated an acceptable methodology to achieve the requirements outlined in the RFP. This company has previously provided services to the city with satisfactory results.

Staff have consulted with contractors on the lack of bids received on RFPs such as this. It was indicated that due to a large volume of work available to local contractors, most companies are not seeking additional work at this time. Fifteen (15) proponents downloaded the documents from Biddingo for this RFP, however only two (2) submissions were received.

**Existing Policy/By-Law:**

Section 3.4 (iv) of By-Law 2000-134, “A By-Law to Establish Purchasing Policies and Procedures for the City of Kingston”, as amended.

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**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, 613-546-4291 extension 3133

**Other City of Kingston Staff Consulted:**

Kevin Donaldson, Deputy Fire Chief, Fire and Rescue

Jeff Rempel, Manager, Facilities Management and Construction Services

Katie Brennan, Project Manager, Facilities Management and Construction Services

**Exhibits Attached:**

None