

# **LIMESTONE DISTRICT SCHOOL BOARD**

## **Agenda**

### **Committee of the Whole Board**

#### **(EDUCATION, POLICY & OPERATIONS)**

#### **MEETING**

**Wednesday, August 29, 2018**

**Limestone District School Board Education Centre  
Barry C. O'Connor Boardroom  
5:00 p.m.**

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#### **Acknowledgement of Territory:**

"The Limestone District School Board is situated on the traditional territories of the Anishinaabe and Haudenosaunee. We acknowledge their enduring presence on this land, as well as the presence of Métis, Inuit and other First Nations from across Turtle Island.

We honour their cultures and celebrate their commitment to this land."

#### **Approval of Agenda**

#### **Declaration of Conflict of Interest**

#### **Section A –Matters Requiring Action at the Meeting**

##### **1. Reports for Information**

- a) Disposal of former Yarker Family School site (Pages 3-4)
- b) Interim Reporting QTR 3 (Pages 5-6)

##### **2. Reports Requiring Decision**

- a) Short-term Borrowing Resolutions (Pages 7-10)

#### **Section B –Information Items**

##### **1. Internal Reports and Other Communication**

##### **2. External Reports and Other Communication**

- a) Ministry of Education Consultations (Page 11)

b) Request for Quotations (Pages 12-34):

- RFQ - Building Envelope remediation and boiler replacement at Sydenham Public School
- RFQ - Roof replacement at Harrowsmith Public School and Ernestown SS
- RFQ - Building Envelope remediation at Lord Strathcona Public School
- RFQ - Ceiling upgrade at Amherstview Public School
- RFQ - Roof and Deck Replacement at Centreville Public School
- RFQ - Septic System replacement at Storrington Public School
- RFQ - Septic System replacement at Newburgh Public School
- RFQ - Kindergarten and Daycare renovations at NAEC
- RFQ - Washroom renovations at Harrowsmith Public School
- RFQ - Classroom unit ventilators at Bayridge Public School
- RFQ - Classroom unit ventilators at Welborne Public School
- RFQ - Roof and window replacement & masonry upgrades at Winston Churchill Public School
- RFQ - Boiler Replacement at LCVI
- RFQ - Boiler Replacement at Collins Bay Public School
- RFQ - Boiler Replacement at LaSalle SS
- RFQ - Lighting upgrades and related asbestos abatement at Fairfield Elementary School
- RFQ - Sprinkler system replacement and septic system upgrades at NAEC
- REQ - Accessibility renovations at Odessa Public School
- REQ - Accessibility renovations at Limestone Education Centre and LCVI
- RFQ - Site Re-grading and drainage improvements at Perth Road Public School
- RFQ - Sports field rehabilitation at GREC
- RFQ - Track replacement (civil work) at NDSS

**Other Business**

**Next Meeting Date**

September 26, 2018

**Adjournment**



## Education Policy & Operations Committee

### ADMINISTRATIVE REPORT

#### DISPOSAL OF FORMER YARKER FAMILY SCHOOL PROPERTY

AUGUST 29, 2018

#### Purpose:

To advise Trustees that the former Yarker Family School property (*located at 4315 County Road #1, Yarker, Ontario, legally described as Part Lot 43, Concession 1, Camden East, as in LA33485, Township of Stone Mills, County of Lennox and Addington*) will soon be offered for sale to preferred agencies under Regulation 444/98.

#### Background:

On June 5, 2017, Trustees approved the School Enrolment and School Capacity Committee (SE/SCC) recommendation that the Yarker Family School be closed and declared surplus to the Board in the fall of 2018.

As a result of this decision, the former Yarker Family School property will be listed for sale to preferred agencies under Regulation 444/98 by the end of September 2018.

#### Observation/Analysis:

Under Regulation 444/98 preferred agencies have 90 days to submit an Expression of Interest on the property. At the end of the 90-day period the Board must deal with the preferred agency with the highest priority ranking as established in the regulation as follows:

- 1 French Language Public District School Board – Conseil des écoles publiques de l'Est de l'Ontario
- 2 English Language Separate District School Board – Algonquin and Lakeshore Catholic DSB
- 3 French Language Separate District School Board – Conseil scolaire de district catholique de l'Est ontarien
- 4 Schedule 2 Service System Managers – County of Lennox and Addington
- 5 English Language College – St. Lawrence College
- 6 University – Queen's University
- 7 French Language College – Collège Borel
- 8 Schedule 3 lead agency for child and youth mental health – City of Kingston, County of Lennox & Addington and Frontenac Management Board
- 9 Local LHIN

*Limestone District School Board is situated on traditional territories of the Anishinaabe & Haudenosaunee.*

- 10 Local Board of Health
- 11 Crown in Right of Ontario
- 12 Local municipality – Township of Stone Mills
- 13 Upper tier municipality – County of Lennox and Addington
- 14 Local Services Board
- 15 Indigenous organizations listed in regulation
- 16 Crown in Right of Canada

The regulation prohibits the Board from accepting any offer before the exportation of the 90-day period. Also, the Board must deal with the highest ranking preferred agency that has submitted an expression of interest before moving to the next highest agency.

An appraisal on the former Yarker Family School property has been requested and should be finalized in early September 2018.

In the event no preferred agencies express an interest in the former Yarker Family School property within the 90-day period, Board staff will seek Ministry of Education approval to list the property for sale to the public.

There are two agreements concerning the sale of the former Yarker Family School property that the Board entered:

- 1) A signed joint use agreement with the Township of Stone Mills and the Board in July 2007 for the Library Facility at Yarker Family School identifies that if the Board places the property for sale, the Board agrees to sell the property to the Township at 50% of the appraised market value of the entire complex including land, school and library building.
- 2) The playground structure from Yarker Family School was not required to be moved to Odessa Public School. At the request of the Yarker Family School parents on the transition committee, the Board will exempt the playground structure from the sale of the property in the event the parents may wish to relocate the structure to another location. As agreed any relocation costs will be the responsibility of the parents.

## Recommendation(s):

That this report be received for information purposes.

**Report By:**

Paul Babin, Superintendent of Business Services

**Reviewed and Approved By:**

Debra Rantz, Director of Education



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## Education Policy & Operations Committee

### ADMINISTRATIVE REPORT – INTERM REPORTING QTR 3 2017-2018

AUGUST 29, 2018

#### Purpose:

To report on the interim financial operating expenditures for the period ending May 31, 2018 (Quarter 3).

#### Background:

A 2017-2018 Interim Financial Report was presented to the Board on April 10, 2018 and provided updated revenue and expenditure information from the budget to the revised estimates, as well as operating expenditures for the period ending February 28, 2018 (Quarter 2).

Attached is the 2017-2018 Interim Financial Report for the period ending May 31, 2018 (Quarter 3), which is being presented in a similar format as the 2017-2018 operating budget, indicating the amount spent by expenditure category and the associated percentage.

As at Quarter 3, \$183,498,309 of the \$246,198,269 operating budget or 75% has been spent. The expenditures are based upon items paid within the stated period. Certain expenditures may be non-cyclical in nature, which may lead to higher or lower expenditures within a given period. An example would be computers in which 63% of the operating budget was spent in Quarter 3. (See Appendix 1 for more information.)

The 2017-2018 interim financial report for Quarter 3 indicating a spending level of 75% aligns with the 75% spending level reported for the same period last year.

The Board is still on target to end the 2017-2018 fiscal year in a balanced-budget position.

#### Recommendation(s):

That this report be received for information.

#### Report By:

Paul Babin, Superintendent of Business Services

#### Reviewed and Approved By:

Debra Rantz, Director of Education

#### Attachments:

2017-2018 Interim Financial Report

**Limestone District School Board  
Interim Financial Report-Operating Expenditures  
For the Period Ending May 31, 2018 (Quarter 3)  
Appendix 1**

Expenditure Categories	2017-2018 Revised Estimates	2017-2018 Expenditures at (Q3)	2017-2018 % Spent at (Q3)	2016-2017 % Spent at (Q3)
<b>Instruction</b>				
Classroom Teachers	\$ 124,482,584	\$ 91,067,982	73%	72%
Supply Staff	7,599,990	5,343,473	70%	76%
Educational Assistants/ECE's	18,614,525	14,854,016	80%	83%
Textbooks and Supplies	5,072,378	3,963,965	78%	79%
Computers	2,871,019	1,795,610	63%	58%
Professionals/Paraprofessionals	7,993,902	5,790,139	72%	72%
Library and Guidance	3,533,471	2,740,163	78%	73%
Staff Development	1,630,707	1,443,306	89%	104%
Department Heads	302,538	219,961	73%	70%
Principals and VPs	10,720,445	7,735,243	72%	73%
School Office	6,476,748	5,005,362	77%	81%
Coordinators and Consultants	2,884,142	2,098,811	73%	74%
Continuing Education	1,915,745	925,655	48%	52%
<b>Instruction Total</b>	<b>194,098,194</b>	<b>142,983,686</b>	<b>74%</b>	<b>74%</b>
<b>Administration and Governance</b>				
Trustees	160,375	101,265	63%	54%
Directors and Supervisory Officers	1,010,445	848,353	84%	77%
Board Administration	6,047,331	4,191,196	69%	69%
<b>Administration and Governance Total</b>	<b>7,218,151</b>	<b>5,140,814</b>	<b>71%</b>	<b>70%</b>
<b>Transportation</b>				
Transportation	15,611,772	13,876,878	89%	92%
<b>Transportation Total</b>	<b>15,611,772</b>	<b>13,876,878</b>	<b>89%</b>	<b>92%</b>
<b>Pupil Accommodation</b>				
School Operations and Maintenance	26,588,251	19,676,844	74%	75%
<b>Pupil Accommodation Total</b>	<b>26,588,251</b>	<b>19,676,844</b>	<b>74%</b>	<b>75%</b>
<b>Other</b>				
Other Non-Operating Expenses	2,681,901	1,820,087	68%	68%
<b>Other Total</b>	<b>2,681,901</b>	<b>1,820,087</b>	<b>68%</b>	<b>68%</b>
<b>Operating Expenditures Total</b>	<b>\$ 246,198,269</b>	<b>\$ 183,498,309</b>	<b>75%</b>	<b>75%</b>

Some expenditure mapping adjustments have been made to comply with Ministry reporting guidelines, as a result prior year comparative amounts have been restated



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## Education Policy & Operations Committee

### ADMINISTRATIVE REPORT – SHORT-TERM BORROWING RESOLUTIONS

AUGUST 29, 2018

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#### Purpose:

To recommend short-term borrowing resolutions for the 2018-2019 year to meet cash flow requirements.

#### Background:

The *Education Act* requires the Treasurer of the Board to furnish to the bank a copy of the resolution(s) authorizing the borrowing of funds.

#### Observation/Analysis:

##### Operating

Periodically the Board is required to borrow funds for current operating purposes to provide interim financing until revenues are received from Municipalities and the Province. The Board did not have any Operating borrowing requirements during 2017-2018, however the Board is subject to cash flow decisions from the Province and should have a borrowing resolution in place to provide interim financing if our cash flows should change.

The attached operating resolution authorizes the signing officers of the Board to borrow operating funds when required to meet short-term cash flow needs. The dollar amount of the operating borrowing requirement has been set to a maximum of \$20.0 Million and is the same amount as in 2017-2018.

##### Capital

The Board is also required to arrange short-term bridge financing during the construction of major capital projects, capital additions/retrofits and for School Condition Improvement projects.

As a result, the Board may be required to arrange all or a portion of \$65,794,399 in short-term capital requirements in 2018-2019 (as outlined below) until long-term financing arrangements are established by the Province or funds are provided.

Project	Capital Approval	Financed/Funded (as at March 31/18)	Short –Term Capital Requirement
New Kingston Secondary School Project	42,062,007	12,085,841	29,976,166
School Condition Improvement & Community Hubs & Greenhouse Gas Projects (2015-16; 2016-17, 2017-18 and 2018-19)	54,866,914	20,157,982	34,708,932
Child Care Capital Projects	1,210,008	100,707	1,109,301

The Royal Bank of Canada (RBC) is the Board’s primary banker, a relationship that dates back to 1966. The banking services agreement with RBC extends to 2020.

**Recommendation(s):**

That the Board authorize the signing officers of the Board to enter into agreements with the Royal Bank of Canada for the following:

1. The borrowing of funds to meet operating requirements to a maximum of \$20 million for the 2018-2019 fiscal year.
2. Interim capital financing of up to \$65,794,399 to support capital projects planned and/or underway for the new Kingston Secondary School; Childcare; School Condition Improvement; Community Hubs and Greenhouse Gas Reduction projects.

**Report By:**

Paul Babin, Superintendent of Business Services

**Reviewed and Approved By:**

Debra Rantz, Director of Education

**Attachments:**

Operating Resolution





**ONTARIO  
DISTRICT SCHOOL BOARDS  
INCLUDING SEPARATE DISTRICT SCHOOL BOARDS  
RESOLUTION RE BORROWING FOR CURRENT  
EXPENDITURES AND DEBT CHARGES**

WHEREAS the **Limestone District School Board** in the Province of Ontario (herein called "the Board") deems it necessary to borrow the sum of \$ **20,000,000.00** Dollars to meet the current expenditures and debt charges payable in the fiscal year of the Board until the current revenue and cash respectively have been received (as respectively defined in Sub-section (1) of Section 1 of the Education Act);

AND WHEREAS the amount authorized to be borrowed by this resolution in respect of current expenditures and debt charges together with the total of any similar borrowings heretofore made by the Board under Section 243 of the Education Act that have not been repaid and any accrued interest thereon does not exceed the unreceived balance of the estimated current revenues of the Board (exclusive of revenue from education development charges) and the authorized amounts to be borrowed from time to time hereunder shall not exceed the maximum sum referred to above.

BE IT THEREFORE RESOLVED THAT:

1. For the purposes aforesaid the Board borrow from **ROYAL BANK OF CANADA** (herein called "the Bank") the sum of \$ **20,000,000.00** dollars by way of a loan agreement or promissory note(s) payable not later than **2018/08/31** and bearing interest at the rate of **Royal Bank Prime less 0.75%** per annum, as well after as before maturity, default and judgement, with interest on overdue interest at the same rate as the principal;
2. The Treasurer together with the Chair or Vice-Chair of the Board be and they are hereby authorized and empowered for and on behalf of the Board to sign such loan agreement or promissory note(s) as may be necessary and to affix thereto the Board's seal;
3. The Treasurer of the Board be and is hereby authorized and directed to apply in payment of all or any sums borrowed as aforesaid, together with interest thereon, all or any of the current revenues of the Board collected or received by the Board and all or any other moneys that may lawfully be applied under the Education Act and the regulations made thereunder for such purpose;
4. The Treasurer of the Board is hereby authorized and directed to furnish to the Bank at the time any amount is borrowed under this resolution in respect of current expenditures a statement showing the amount of the estimated current revenues of the Board (exclusive of revenue from education development charges) for the current year not yet received, or, where the estimates for the current year have not been adopted, a statement showing the estimated revenues of the Board as set forth in the estimates adopted for the previous fiscal year and the amount of the revenues of the current year already received and also showing the total of any amounts borrowed under Section 243 of the Education Act in the current year that have not been repaid; and
5. The Bank shall not be bound to establish the necessity of the borrowings authorized by this resolution or their application for the purposes aforesaid and may rely on a certified copy of this resolution as proof that the borrowings are validly authorized and on any statement furnished by the Treasurer under paragraph 4 of this resolution as proof of the facts stated therein.

We hereby certify that the foregoing is a true and accurate copy of a resolution of the above mentioned Board duly passed at a meeting therefore duly convened and held at **Kingston, Ontario** on the **29 day, August, 2018**; and that the said resolution is in full force and effect, unamended.

As witness the seal of the Board this **29** day of **August, 2018**.

(SEAL)

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Head of Board

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Treasurer (or Secretary-Treasurer)

**From:** "Minister (EDU)" <[Minister.edu@ontario.ca](mailto:Minister.edu@ontario.ca)>

**Date:** August 22, 2018 at 12:56:59 PM EDT

**To:** "Minister (EDU)" <[Minister.edu@ontario.ca](mailto:Minister.edu@ontario.ca)>

**Subject:** **Education Consultations and Interim Health and Physical Education Curriculum / Consultations sur l'éducation et curriculum d'éducation physique et de santé provisoire**

**To: Board Chairs**

Dear Colleagues,

I want to begin by expressing how honoured I am to have been appointed to the very important role of Minister of Education. I look forward to working with all of you. Our government is committed to having a sexual health education curriculum that is age-appropriate and is informed by thorough consultation open to all Ontarians. In order to achieve this, we will embark on a broad and robust public consultation process that will focus on engaging parents and guardians, students and other stakeholders. Beginning in September 2018, and until a revised elementary curriculum is issued, all health and physical education programs for Grades 1 to 8 will be developed from the curriculum last taught in 2014. This is *The Ontario Curriculum, Grades 1–8: Health and Physical Education, Interim Edition, 2010*.

As this is an interim document, only an online version of this curriculum will be produced. More information about the consultation process and opportunities for input will be provided once available. The document will be made available on the ministry website.

Please note that no changes will be made to the current secondary (Grades 9-12) Health and Physical Education curriculum.

As we move forward together, I want to thank you for your commitment to our students and your ongoing efforts to help strengthen the education system.

Sincerely,

The Honourable Lisa Thompson  
Minister of Education



## MEMORANDUM

**TO: PAUL BABIN, SUPERINTENDENT OF BUSINESS SERVICES**

**FROM: DAVE FOWLER, MANAGER OF FACILITY SERVICES**

**RE: REQUEST FOR QUOTATIONS - BUILDING ENVELOPE REMEDIATION AND BOILER REPLACEMENT AT SYDENHAM PUBLIC SCHOOL**

**DATE: JULY 3, 2018**

### Purpose:

To report on the results of the Request for Quotations for Building Envelope Repairs and Boiler Upgrades at Sydenham Public School

### Background:

The Facility Services Department is undertaking building envelope remediation and boiler upgrades at Sydenham Public School during the summer of 2018. Building envelope remediation includes repairs to select roof sections, fascia and soffit, and masonry around exterior bricks. The existing boiler has exceeded its life expectancy and requires replacement; it will be replaced with a high efficiency boiler.

### Observation/Analysis:

Quotations were requested from ten prequalified general contractors. Quotations were received on April 23, 2018, 2:00 p.m. Quotations were received as follows:

Emmons & Mitchell Construction (2000) Limited	\$859,000
Wemp & Smith Construction Limited	\$1,384,000

### Recommendation(s):

The lowest quotation is recommended, and the project has been allowed for in the budget.

- 1) It is recommended that the Superintendent of Business Services and the Director of Education award the contract for building envelope repairs and boiler upgrades at Sydenham Public School to Emmons & Mitchell Construction (2000) Limited.
- 2) It is recommended that this report be shared as an information item at the next Committee of the Whole Board (Education, Policy and Operations) meeting.

**Reviewed and Approved By:** Paul Babin, Superintendent of Business Services



## MEMORANDUM

**TO:** PAUL BABIN, SUPERINTENDENT OF BUSINESS SERVICES

**FROM:** DAVE FOWLER, MANAGER OF FACILITY SERVICES

**RE:** REQUEST FOR QUOTATIONS - ROOF REPLACEMENTS AT HARROWSMITH PUBLIC SCHOOL AND ERNESTOWN SECONDARY SCHOOL

**DATE:** JULY 3, 2018

### Purpose:

To report on the results of the Request for Quotations for Roof Replacements at Harrowsmith Public School and Ernestown Secondary School.

### Background:

The Facility Services Department is undertaking roof replacement projects at various schools during the summer of 2018.

### Observation/Analysis:

Quotations were requested from ten prequalified general contractors. Quotations were received on June 14, 2018, 2:00 P.M. Quotations were received as follows:

#### Harrowsmith Public School

Emmons & Mitchell Construction (2000) Limited	\$673,265.00
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#### Ernestown Secondary School

Emmons & Mitchell Construction (2000) Limited	\$644,486.00
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### Recommendation(s):

The lowest quotations are recommended for award, and the projects have been allowed for in the budget.

- 1) It is recommended that the Superintendent of Business Services and the Director of Education award contracts as follows:

Harrowsmith Public School	Emmons & Mitchell Construction (2000) Limited
Ernestown Secondary School	Emmons & Mitchell Construction (2000) Limited

- 2) It is recommended that this report be shared as an information item at the next Committee of the Whole Board (Education, Policy and Operations) meeting.



## MEMORANDUM

**TO:** PAUL BABIN, SUPERINTENDENT OF BUSINESS SERVICES

**FROM:** DAVE FOWLER, MANAGER OF FACILITY SERVICES

**RE:** REQUEST FOR QUOTATION - BUILDING ENVELOPE REMEDIATION AT LORD STRATHCONA PUBLIC SCHOOL

**DATE:** AUGUST 9, 2018

### Purpose:

To report on the results of the Request for Quotations for Building Envelope Remediation at Lord Strathcona Public School.

### Background:

The Facility Services Department is undertaking building envelope remediation at Lord Strathcona Public School during the Summer of 2018. The remediation includes replacement of cladding, windows and doors on the front façade of the school and required sections of the roof.

### Observation/Analysis:

Quotations were requested from ten prequalified general contractors. Quotations were received on August 9, 2018 at 2:00 p.m. Quotations were received as follows:

Emmons & Mitchell Construction (2000) Ltd.	\$515,000.00
Daoust Construction Inc.	\$574,800.00
Wemp & Smith Construction Ltd.	\$598,000.00

### Recommendation(s):

The lowest quotation is recommended, and the project has been allowed for in the budget.

- 1) It is recommended that the Superintendent of Business Services and the Director of Education award the contract for Building Envelope Remediation at Lord Strathcona Public School to Emmons & Mitchell Construction (2000) Ltd.
- 2) It is recommended that this report be shared as an information item at the next Committee of the Whole Board (Education, Policy and Operations) meeting.

**Reviewed and Approved By:** Paul Babin, Superintendent of Business Services



## MEMORANDUM

**TO:** PAUL BABIN, SUPERINTENDENT OF BUSINESS SERVICES

**FROM:** DAVE FOWLER, MANAGER OF FACILITY SERVICES

**RE:** REQUEST FOR QUOTATIONS - ROOF AND DECK REPLACEMENT AT CENTREVILLE PUBLIC SCHOOL

**DATE:** JULY 17, 2018

### Purpose:

To report on the results of the Request for Quotations for Roof & Deck Replacement at Centreville Public School.

### Background:

The Facility Services Department is undertaking a roof and deck replacement project at Centreville Public School during the summer of 2018.

### Observation/Analysis:

Quotations were requested from ten prequalified general contractors. Quotations were received on July 17, 2018 at 2:00 pm. Quotations were received as follows:

Emmons & Mitchell Construction (2000) Ltd.	\$1,267,000.00
Wemp & Smith Construction Ltd.	\$1,450,000.00

### Recommendation(s):

The lowest quotation is recommended, and the project has been allowed for in the budget.

- 1) It is recommended that the Superintendent of Business Services and the Director of Education award the contract for roof and deck replacement at Centreville Public School to Emmons & Mitchell Construction (2000) Ltd.
- 2) It is recommended that this report be shared as an information item at the next Committee of the Whole Board (Education, Policy and Operations) meeting.

**Reviewed and Approved By:** Paul Babin, Superintendent of Business Services



## MEMORANDUM

**TO:** PAUL BABIN, SUPERINTENDENT OF BUSINESS SERVICES  
**FROM:** DAVE FOWLER, MANAGER OF FACILITY SERVICES  
**RE:** REQUEST FOR QUOTATIONS - SEPTIC SYSTEM REPLACEMENT AT STORRINGTON PUBLIC SCHOOL  
**DATE:** JULY 3, 2018

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### Purpose:

To report on the results of the Request for Quotations for Septic System Replacement at Storrington Public School.

### Background:

The Facility Services Department is undertaking the replacement of the existing septic system at Storrington Public School during the summer of 2018.

### Observation/Analysis:

Quotations were requested from six prequalified general contractors. Quotations were received on May 1, 2018 at 2 p.m. Quotations were received as follows:

Emmons & Mitchell Construction (2000) Ltd.	\$166,000.00
Wemp & Smith Construction Ltd.	\$186,000.00

### Recommendation(s):

The lowest quotation is recommended, and the project has been allowed for in the budget.

- 1) It is recommended that the Superintendent of Business Services and the Director of Education award the contract for septic system replacement at Storrington Public School to Emmons & Mitchell Construction (2000) Ltd.
- 2) It is recommended that this report be shared as an information item at the next Committee of the Whole Board (Education, Policy and Operations) meeting.

**Reviewed and Approved By:** Paul Babin, Superintendent of Business Services





## MEMORANDUM

**TO:** PAUL BABIN, SUPERINTENDENT OF BUSINESS SERVICES  
**FROM:** DAVE FOWLER, MANAGER OF FACILITY SERVICES  
**RE:** REQUEST FOR QUOTATIONS - SEPTIC SYSTEM REPLACEMENT AT NEWBURGH PUBLIC SCHOOL  
**DATE:** JULY 3, 2018

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### Purpose:

To report on the results of the Request for Quotations for Septic System Replacement at Newburgh Public School.

### Background:

The Facility Services Department is undertaking the replacement of the existing septic system at Newburgh Public School during the summer of 2018.

### Observation/Analysis:

Quotations were requested from six prequalified general contractors. Quotations were received on May 3, 2018 at 2:00 p.m. Quotations were received as follows:

Wemp & Smith Construction Ltd.	\$98,682.00
Emmons & Mitchell Construction (2000) Ltd.	\$139,000.00

### Recommendation(s):

The lowest quotation is recommended, and the project has been allowed for in the budget.

- 1) It is recommended that the Superintendent of Business Services and the Director of Education award the contract for septic system replacement at Newburgh Public School to Wemp & Smith Construction Ltd.
- 2) It is recommended that this report be shared as an information item at the next Committee of the Whole Board (Education, Policy and Operations) meeting.

**Reviewed and Approved By:** Paul Babin, Superintendent of Business Services



## MEMORANDUM

**TO: PAUL BABIN, SUPERINTENDENT OF BUSINESS SERVICES**

**FROM: DAVE FOWLER, MANAGER OF FACILITY SERVICES**

**RE: REQUEST FOR QUOTATIONS - NORTH ADDINGTON EDUCATION CENTRE KINDERGARTEN AND DAYCARE RENOVATIONS**

**DATE: JULY 3, 2018**

### Purpose:

To report on the results of the Request for Quotations for Kindergarten and Daycare Renovations at North Addington Education Centre.

### Background:

The Facility Services Department is undertaking renovations of the kindergarten and daycare areas of the North Addington Education Centre during the summer of 2018.

### Observation/Analysis:

Quotations were requested from ten prequalified general contractors. Quotations were received on March 1, 2018, 2:00 p.m. Quotations were received as follows:

David J. Cupido Construction Limited	\$1,272,990.00
Emmons & Mitchell Construction (2000) Limited	\$1,279,200.00
T.A. Andre & Sons (Ontario) Limited	\$1,293,000.00
Daoust Construction	\$1,351,000.00
Wemp & Smith Construction Limited	\$1,384,000.00

### Recommendation(s):

The lowest quotation is recommended, and the project has been allowed for in the budget.

- 1) It is recommended that the contract be awarded by the Superintendent of Business Services and the Director of Education for kindergarten and daycare renovations at North Addington Education Centre to David J. Cupido Construction Limited; and
- 2) It is recommended that this report be shared as an information item at the next Committee of the Whole Board (Education, Policy and Operations) meeting.

**Reviewed and Approved By:** Paul Babin, Superintendent of Business Services



## MEMORANDUM

**TO:** PAUL BABIN, SUPERINTENDENT OF BUSINESS SERVICES

**FROM:** DAVE FOWLER, MANAGER OF FACILITY SERVICES

**RE:** REQUEST FOR QUOTATIONS - WASHROOM RENOVATIONS AT HARROWSMITH PUBLIC SCHOOL

**DATE:** JULY 3, 2018

### Purpose:

To report on the results of the Request for Quotations for Washroom Renovations at Harrowsmith Public School.

### Background:

The Facility Services Department is undertaking washroom renovations at Harrowsmith Public School during the Summer of 2018

### Observation/Analysis:

Quotations were requested from six prequalified general contractors. Quotations were received on February 8, 2018, 2:00 p.m. Quotations were received as follows:

David J. Cupido Construction Limited	\$143,000.00
Wemp & Smith Construction Limited	\$146,000.00
T.A. Andre & Sons (Ontario) Limited	\$161,000.00
Emmons & Mitchell Construction (2000) Limited	\$170,000.00

### Recommendation(s):

The lowest quotation is recommended, and the project has been allowed for in the budget.

- 1) It is recommended that the contract be awarded by the Superintendent of Business Services and the Director of Education for washroom renovations at Harrowsmith Public School to David J. Cupido Construction Limited; and
- 2) It is recommended that this report be shared as an information item at the next Committee of the Whole Board (Education, Policy and Operations) meeting.

**Reviewed and Approved By:** Paul Babin, Superintendent of Business Services



## MEMORANDUM

**TO: PAUL BABIN, SUPERINTENDENT OF BUSINESS SERVICES**

**FROM: DAVE FOWLER, MANAGER OF FACILITY SERVICES**

**RE: REQUEST FOR QUOTATIONS - CLASSROOM UNIT VENTILATORS AT BAYRIDGE PUBLIC SCHOOL**

**DATE: JULY 3, 2018**

### Purpose:

To report on the results of the Request for Quotations for Classroom Unit Ventilators at Bayridge Public School.

### Background:

The Facility Services Department is undertaking the replacement of classroom unit ventilators and related system controls at Bayridge Public School during the summer of 2018.

### Observation/Analysis:

Quotations were requested from seven prequalified mechanical contractors. Quotations were received on April 17, 2018 at 2:00 p.m. Quotations were received as follows:

Modern Niagara Building Services	\$494,266.00
Kelson Mechanical Eastern Inc.	\$523,482.00
E.S. Fox Limited	\$552,534.00
Donovan McNichols Ltd.	\$593,300.00

### Recommendation(s):

lowest quotation is recommended, and the project has been allowed for in the budget.

- 1) It is recommended that the Superintendent of Business Services and the Director of Education award the contract for classroom unit ventilators at Bayridge Public School to Modern Niagara Building Services.
- 2) It is recommended that this report be shared as an information item at the next Committee of the Whole Board (Education, Policy and Operations) meeting.

**Reviewed and Approved By:** Paul Babin, Superintendent of Business Services



## MEMORANDUM

**TO: PAUL BABIN, SUPERINTENDENT OF BUSINESS SERVICES**

**FROM: DAVE FOWLER, MANAGER OF FACILITY SERVICES**

**RE: REQUEST FOR QUOTATIONS - CLASSROOM UNIT VENTILATORS AT WELBORNE PUBLIC SCHOOL**

**DATE: JULY 3, 2018**

### Purpose:

To report on the results of the Request for Quotations for Classroom Unit Ventilators at Welborne Public School.

### Background:

The Facility Services Department is undertaking the replacement of classroom unit ventilators and related system controls at Welborne Public School during the summer of 2018.

### Observation/Analysis:

Quotations were requested from seven prequalified mechanical contractors. Quotations were received on April 19, 2018 at 2:00 p.m. Quotations were received as follows:

Modern Niagara Building Services	\$506,361.00
Kelson Mechanical Eastern Inc.	\$519,682.00
E.S. Fox Limited	\$546,285.00

### Recommendation(s):

The lowest quotation is recommended, and the project has been allowed for in the budget.

- 1) It is recommended that the Superintendent of Business Services and the Director of Education award the contract for classroom unit ventilators at Welborne Public School to Modern Niagara Building Services.
- 2) It is recommended that this report be shared as an information item at the next Committee of the Whole Board (Education, Policy and Operations) meeting.

**Reviewed and Approved By:** Paul Babin, Superintendent of Business Services



## MEMORANDUM

**TO:** PAUL BABIN, SUPERINTENDENT OF BUSINESS SERVICES

**FROM:** DAVE FOWLER, MANAGER OF FACILITY SERVICES

**RE:** REQUEST FOR QUOTATIONS - ROOF AND WINDOW REPLACEMENT & MASONRY UPGRADES AT WINSTON CHURCHILL PUBLIC SCHOOL

**DATE:** JULY 3, 2018

### Purpose:

To report on the results of the Request for Quotations for Roof and Window Replacement & Masonry Upgrades at Winston Churchill Public School.

### Background:

The Facility Services Department is undertaking the replacement of select roof sections and windows, and masonry upgrades at Winston Churchill Public School during the summer of 2018.

### Observation/Analysis:

Quotations were requested from six prequalified general contractors. Quotations were received Thursday, March 8, 2018 at 2:00 p.m. Quotations were received as follows:

Wemp & Smith Construction Limited	\$709,643.00
Emmons & Mitchell Construction (2000) Limited	\$714,000.00
David J. Cupido Construction Limited	\$730,000.00
T.A. Andre & Sons (Ontario) Limited	\$772,000.00

### Recommendation(s):

The lowest quotation is recommended, and the project has been allowed for in the budget.

- 1) It is recommended that the Superintendent of Business Services and the Director of Education award the contract for the roof and window replacement, and masonry upgrades at Winston Churchill Public School to Wemp & Smith Construction Limited.
- 2) It is recommended that this report be shared as an information item at the next Committee of the Whole Board (Education, Policy and Operations) meeting.

**Reviewed and Approved By:** Paul Babin, Superintendent of Business Services



## MEMORANDUM

**TO:** PAUL BABIN, SUPERINTENDENT OF BUSINESS SERVICES  
**FROM:** DAVE FOWLER, MANAGER OF FACILITY SERVICES  
**RE:** REQUEST FOR QUOTATIONS – BOILER REPLACEMENT AT LOYALIST COLLEGIATE & VOCATIONAL INSTITUTE  
**DATE:** JULY 3, 2018

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### Purpose:

To report on the results of the Request for Quotations for Boiler Replacement at Loyalist Collegiate & Vocational Institute.

### Background:

The Facility Services Department is undertaking the replacement of the existing boiler at Loyalist Collegiate & Vocational Institute during the summer of 2018.

### Observation/Analysis:

Quotations were requested from seven prequalified mechanical contractors. Quotations were received on June 12, 2018 at 2:00 p.m. Quotations were received as follows:

Thomas Lemmon & Sons (1973) Ltd.	\$494,000.00
Modern Niagara Building Services	\$494,075.00
Donovan McNichols Ltd.	\$574,075.00

### Recommendation(s):

The lowest quotation is recommended, and the project has been allowed for in the budget.

- 1) It is recommended that the Superintendent of Business Services and the Director of Education award the contract for boiler replacement at Loyalist Collegiate & Vocational Institute to Thomas Lemmon & Sons (1973) Ltd.
- 2) It is recommended that this report be shared as an information item at the next Committee of the Whole Board (Education, Policy and Operations) meeting.

**Reviewed and Approved By:** Paul Babin, Superintendent of Business Services





## MEMORANDUM

**TO:** PAUL BABIN, SUPERINTENDENT OF BUSINESS SERVICES

**FROM:** DAVE FOWLER, MANAGER OF FACILITY SERVICES

**RE:** REQUEST FOR QUOTATIONS - BOILER REPLACEMENT AT COLLINS BAY PUBLIC SCHOOL

**DATE:** JULY 3, 2018

### Purpose:

To report on the results of the Request for Quotations for Boiler Replacement at Collins Bay Public School.

### Background:

The Facility Services Department is undertaking the replacement of the existing boiler at Collins Bay Public School during the summer of 2018.

### Observation/Analysis:

Quotations were requested from seven prequalified mechanical contractors. Quotations were received on April 18, 2018 at 2:00 p.m. Quotations were received as follows:

Modern Niagara Building Services	\$109,563.00
Thomas Lemmon & Sons (1973) Ltd.	\$118,850.00
Donovan McNichols Ltd.	\$150,555.00
Kelson Mechanical Eastern Inc.	\$192,417.00
E.S. Fox Limited	\$196,969.00

### Recommendation(s):

The lowest quotation is recommended, and the project has been allowed for in the budget.

- 1) It is recommended that the Superintendent of Business Services and the Director of Education award the contract for boiler replacement at Collins Bay Public School to Modern Niagara Building Services.
- 2) It is recommended that this report be shared as an information item at the next Committee of the Whole Board (Education, Policy and Operations) meeting.

**Reviewed and Approved By:** Paul Babin, Superintendent of Business Services



## MEMORANDUM

**TO:** PAUL BABIN, SUPERINTENDENT OF BUSINESS SERVICES  
**FROM:** DAVE FOWLER, MANAGER OF FACILITY SERVICES  
**RE:** REQUEST FOR QUOTATIONS - BOILER REPLACEMENT AT LASALLE SECONDARY SCHOOL  
**DATE:** JULY 3, 2018

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### Purpose:

To report on the results of the Request for Quotations for Boiler Replacement at LaSalle Secondary School.

### Background:

The Facility Services Department is undertaking the replacement of the existing boiler at LaSalle Secondary School during the summer of 2018.

### Observation/Analysis:

Quotations were requested from seven prequalified mechanical contractors. Quotations were received on June 13, 2018 at 2:00 p.m. Quotations were received as follows:

Modern Niagara Building Services	\$779,499.00
Donovan McNichols Ltd.	\$835,400.00
Thomas Lemmon & Sons (1973) Ltd.	\$878,900.00

### Recommendation(s):

The lowest quotation is recommended, and the project has been allowed for in the budget.

- 1) It is recommended that the Superintendent of Business Services and the Director of Education award the contract for the boiler replacement at LaSalle Secondary School to Modern Niagara Building Services.
- 2) It is recommended that this report be shared as an information item at the next Committee of the Whole Board (Education, Policy and Operations) meeting.

**Reviewed and Approved By:** Paul Babin, Superintendent of Business Services



## MEMORANDUM

**TO: PAUL BABIN, SUPERINTENDENT OF BUSINESS SERVICES**

**FROM: DAVE FOWLER, MANAGER OF FACILITY SERVICES**

**RE: REQUEST FOR QUOTATIONS - LIGHTING UPGRADES AND RELATED ASBESTOS ABATEMENT AT FAIRFIELD ELEMENTARY SCHOOL**

**DATE: JULY 3, 2018**

### Purpose:

To report on the results of the Request for Quotations for Lighting Upgrades and Related Asbestos Abatement at Fairfield Elementary School.

### Background:

The Facility Services Department is undertaking the replacement of lighting and ceiling tiles in select areas at Fairfield Elementary School during the Summer of 2018; the work will include asbestos abatement as required.

### Observation/Analysis:

Quotations were requested from six prequalified general contractors. Quotations were received on May 2, 2018 at 2:00 p.m. Quotations were received as follows:

Emmons & Mitchell Construction (2000) Limited	\$214,999.00
Wemp & Smith Construction Limited	\$225,000.00

### Recommendation(s):

The lowest quotation is recommended, and the project has been allowed for in the budget.

- 1) It is recommended that the Superintendent of Business Services and the Director of Education award the contract lighting upgrades and related asbestos abatement at Fairfield Elementary School to Emmons & Mitchell Construction (2000) Limited.
- 2) It is recommended that this report be shared as an information item at the next Committee of the Whole Board (Education, Policy and Operations) meeting.

**Reviewed and Approved By:** Paul Babin, Superintendent of Business Services



## MEMORANDUM

**TO: PAUL BABIN, SUPERINTENDENT OF BUSINESS SERVICES**

**FROM: DAVE FOWLER, MANAGER OF FACILITY SERVICES**

**RE: REQUEST FOR QUOTATIONS - SPRINKLER SYSTEM REPLACEMENT AND SEPTIC SYSTEM UPGRADES AT NORTH ADDINGTON EDUCATION CENTRE**

**DATE: JULY 3, 2018**

### Purpose:

To report on the results of the Request for Quotations for Sprinkler System Replacement and Septic System Upgrades at North Addington Education Centre.

### Background:

The Facility Services Department is undertaking the replacement of the sprinkler system and upgrades to the existing septic system at North Addington Education Centre during the Summer of 2018.

### Observation/Analysis:

Quotations were requested from six prequalified general contractors. Quotations were received on May 30, 2018 at 2:00 p.m. Quotations were received as follows:

Wemp & Smith Construction Limited	\$623,000.00
Emmons & Mitchell Construction (2000) Limited	\$635,000.00

### Recommendation(s):

The lowest quotation is recommended, and the project has been allowed for in the budget.

- 1) It is recommended that the Superintendent of Business Services and the Director of Education award the contract for the sprinkler system replacement and septic system upgrades at North Addington Education Centre to Wemp & Smith Construction Limited.
- 2) It is recommended that this report be shared as an information item at the next Committee of the Whole Board (Education, Policy and Operations) meeting.

**Reviewed and Approved By:** Paul Babin, Superintendent of Business Services



## MEMORANDUM

**TO:** PAUL BABIN, SUPERINTENDENT OF BUSINESS SERVICES

**FROM:** DAVE FOWLER, MANAGER OF FACILITY SERVICES

**RE:** REQUEST FOR QUOTATIONS - ACCESSIBILITY RENOVATIONS AT ODESSA PUBLIC SCHOOL

**DATE:** JULY 3, 2018

### Purpose:

To report on the results of the Request for Quotations for Accessibility Renovations at Odessa Public School.

### Background:

The Facility Services Department is undertaking accessibility renovations for front entrance improvements at Odessa Public School during the Summer of 2018.

### Observation/Analysis:

Quotations were requested from six prequalified general contractors. Quotations were received on May 10, 2018 at 2:00 p.m. Quotations were received as follows:

Wemp & Smith Construction Limited	\$123,000.00
David J. Cupido Construction Limited	\$139,000.00
Emmons & Mitchell Construction (2000) Limited	\$172,000.00

### Recommendation(s):

The lowest quotation is recommended, and the project has been allowed for in the budget.

- 1) It is recommended that the Superintendent of Business Services and the Director of Education award the contract for accessibility renovations at Odessa Public School to Wemp & Smith Construction Limited.
- 2) It is recommended that this report be shared as an information item at the next Committee of the Whole Board (Education, Policy and Operations) meeting.

**Reviewed and Approved By:** Paul Babin, Superintendent of Business Services



We're Putting Wellness First



We're Turning Innovation into Action



We're Committed to Collaboration

## MEMORANDUM

**TO:** PAUL BABIN, SUPERINTENDENT OF BUSINESS SERVICES

**FROM:** DAVE FOWLER, MANAGER OF FACILITY SERVICES

**RE:** REQUEST FOR QUOTATIONS - ACCESSIBILITY RENOVATIONS AT LIMESTONE EDUCATION CENTRE AND LOYALIST COLLEGIATE & VOCATIONAL INSTITUTE

**DATE:** JULY 3, 2018

### Purpose:

To report on the results of the Request for Quotations for Accessibility Renovations to Limestone Education Centre and Loyalist Collegiate & Vocational Institute

### Background:

The Facility Services Department is undertaking accessibility renovations at Limestone Education Centre and Loyalist Collegiate & Vocational Institute during the Summer of 2018. The renovations include the installation of an elevator, exterior accessible ramp and related parking lot repairs.

### Observation/Analysis:

Quotations were requested from ten prequalified general contractors. One quotation was received on June 19, 2018 at 2:00 p.m. One quotation was received as follows:

Wemp & Smith Construction Ltd.	\$1,170,000.00
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### Recommendation(s):

The lowest quotation is recommended, and the project has been allowed for in the budget.

- 1) It is recommended that the Superintendent of Business Services and the Director of Education award the contract for accessibility renovations at Limestone Education Centre and Loyalist Collegiate & Vocational Institute to Wemp & Smith Construction Ltd.
- 2) It is recommended that this report be shared as an information item at the next Committee of the Whole Board (Education, Policy and Operations) meeting.

**Reviewed and Approved By:** Paul Babin, Superintendent of Business Services



## MEMORANDUM

**TO:** PAUL BABIN, SUPERINTENDENT OF BUSINESS SERVICES

**FROM:** DAVE FOWLER, MANAGER OF FACILITY SERVICES

**RE:** REQUEST FOR QUOTATIONS - SITE RE-GRADING AND DRAINAGE IMPROVEMENTS AT PERTH ROAD PUBLIC SCHOOL

**DATE:** JULY 4, 2018

### Purpose:

To report on the results of the Request for Quotations for Site Re-grading and Drainage Improvements at Perth Road Public School.

### Background:

The Facility Services Department is undertaking re-grading and drainage improvements at Perth Road Public School during the Summer of 2018.

### Observation/Analysis:

Quotations were requested from eleven prequalified site services contractors. Quotations were received on July 4, 2018 at 2:00 p.m. Quotations were received as follows:

Kiley Paving Ltd.	\$644,425.00
Len Corcoran Excavating Ltd.	\$855,456.00
Dig'N Dirt Ltd.	\$879,990.64
Morven Construction	\$887,857.00

### Recommendation(s):

The lowest quotation is recommended, and the project has been allowed for in the budget.

- 1) It is recommended that the Superintendent of Business Services and the Director of Education award the contract for site re-grading and drainage improvements at Perth Road Public School to Kiley Paving Ltd.
- 2) It is recommended that this report be shared as an information item at the next Committee of the Whole Board (Education, Policy and Operations) meeting.

**Reviewed and Approved By:** Paul Babin, Superintendent of Business Services



## MEMORANDUM

**TO:** PAUL BABIN, SUPERINTENDENT OF BUSINESS SERVICES  
**FROM:** DAVE FOWLER, MANAGER OF FACILITY SERVICES  
**RE:** REQUEST FOR QUOTATIONS - CEILING UPGRADE AT AMHERSTVIEW PUBLIC SCHOOL  
**DATE:** JULY 10, 2018

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### Purpose:

To report on the results of the Request for Quotations for Ceiling Upgrade at Amherstview Public School.

### Background:

The Facility Services Department is undertaking the replacement of lighting and ceiling tiles in select areas at Amherstview Public School during the summer of 2018; the work will include asbestos removal as required.

### Observation/Analysis:

Quotations were requested from four prequalified building restoration contractors. Quotations were received on July 10, 2018 at 2:00 p.m. Quotations were received as follows:

Belfor (Canada) Inc.	\$114,618.17
AFW Construction Ltd.	\$132,500.00

### Recommendation(s):

The lowest quotation is recommended, and the project has been allowed for in the budget.

- 1) It is recommended that the Superintendent of Business Services and the Director of Education award the contract for the ceiling upgrade at Amherstview Public School to Belfor (Canada) Inc.
- 2) It is recommended that this report be shared as an information item at the next Committee of the Whole Board (Education, Policy and Operations) meeting.

**Reviewed and Approved By:** Paul Babin, Superintendent of Business Services





## MEMORANDUM

**TO:** PAUL BABIN, SUPERINTENDENT OF BUSINESS SERVICES

**FROM:** DAVE FOWLER, MANAGER OF FACILITY SERVICES

**RE:** REQUEST FOR QUOTATIONS - SPORTS FIELD REHABILITATION AT GRANITE RIDGE EDUCATION CENTRE

**DATE:** JULY 11, 2018

### Purpose:

To report on the results of the Request for Quotations for Sports Field Rehabilitation at Granite Ridge Education Centre.

### Background:

The Facility Services Department is undertaking the rehabilitation of the sports field at Granite Ridge Education Centre during the Summer of 2018.

### Observation/Analysis:

Quotations were requested from eleven prequalified site services contractors. Quotations were received on July 11, 2018 at 2:00 p.m. Quotations were received as follows:

Len Corcoran Excavating Ltd.	\$1,280,620.00
Dig'N Dirt Ltd.	\$1,425,740.14
Morven Construction	\$1,496,946.00

### Recommendation(s):

The lowest quotation is recommended, and the project has been allowed for in the budget.

- 1) It is recommended that the Superintendent of Business Services and the Director of Education award the contract for the sports field rehabilitation at Granite Ridge Education Centre to Len Corcoran Excavating Ltd.
- 2) It is recommended that this report be shared as an information item at the next Committee of the Whole Board (Education, Policy and Operations) meeting.

**Reviewed and Approved By:** Paul Babin, Superintendent of Business Services



## MEMORANDUM

**TO:** PAUL BABIN, SUPERINTENDENT OF BUSINESS SERVICES

**FROM:** DAVE FOWLER, MANAGER OF FACILITY SERVICES

**RE:** REQUEST FOR QUOTATIONS – TRACK REPLACEMENT PHASE1 (CIVIL WORK) AT NAPANEE DISTRICT SECONDARY SCHOOL

**DATE:** JULY 10, 2018

### Purpose:

To report on the results of the Request for Quotations for Track Replacement Phase 1 (Civil Work) at Napanee District Secondary school.

### Background:

The Facility Services Department is undertaking the replacement of the existing sports track at Napanee District Secondary School during the Summer of 2018.

### Observation/Analysis:

Quotations were requested from eleven prequalified site services contractors. Quotations were received on July 10, 2018 at 2:00 p.m. Quotations were received as follows:

Strathmar Trenching Ltd.	\$429,344.85
Len Corcoran Excavating Ltd.	\$686,654.00
Dig'N Dirt Ltd.	\$829,032.94
Kiley Paving Ltd.	\$870,000.00

### Recommendation(s):

The lowest quotation is recommended, and the project has been allowed for in the budget.

- 1) It is recommended that the Superintendent of Business Services and the Director of Education award the contract for phase 1 of the sports track replacement at Napanee District Secondary school to Strathmar Trenching Ltd.
- 2) It is recommended that this report be shared as an information item at the next Committee of the Whole Board (Education, Policy and Operations) meeting.

**Reviewed and Approved By:** Paul Babin, Superintendent of Business Services