

AGREEMENT FOR ENGINEERING SERVICES - SHORT FORM

THIS AGREEMENT made and entered into this 6th day of September, 2019

Between: The Corporation of the Town of Fort Frances
320 Portage Ave.
Fort Frances, ON P9A 3P9

(hereinafter called "CLIENT")

And: JML Engineering Ltd.
105 Villa Street, 2nd Floor
Thunder Bay, ON P7A 7W5

(hereinafter called "OWNER")

Witnesseth that the parties here to agree, each with the other, as follows:

1. **PROJECT**
This Agreement pertains to Roofing Replacement Memorial Sports Centre, hereinafter called "the Project".
2. **SCOPE OF SERVICES**
The services to be performed by JML for the Project are set forth in Appendix 1, attached hereto and made a part of this Agreement and are hereinafter referred to as "the Services".
3. **COMPENSATION**
The compensation to be paid to JML is set forth in Appendix 2, attached hereto and made a part of this Agreement. CLIENT's obligation to pay such compensation shall be subject to the right of CLIENT to deduct, withhold or set-off from such compensation all or any portion of any amount payable or owing by JML to CLIENT pursuant to this Agreement or any other agreement for services between CLIENT and JML.
4. **TERM**
JML will commence the Services promptly and will proceed with due diligence until completion of the Services for the Project.
5. **TERMINATION**
This Agreement may be terminated by CLIENT upon 30 days' notice in writing to JML. Upon termination, CLIENT shall pay to JML, for all of the Services performed up to the date of termination, all amounts, expenses, and other charges payable as set forth in Appendix 2, Compensation, together with the cost of all obligations incurred by JML for the carrying out of the terms of this Agreement which may continue after termination. In the case where the Services are being performed on a lump sum basis and the payments to JML, up to the date of termination, do not adequately reflect the proportionate share of the lump sum earned to the date of termination, JML compensation shall be based on the proportion of the lump sum earned to the date of termination by comparing the time worked up to the date of termination with the estimated duration for the performance of the entire Services.
6. **INSURANCE AND LIMIT OF LIABILITY**
JML will provide the insurance coverages specified in this clause naming the CLIENT as additional insured.
 - (a) Comprehensive General Liability and Automobile Insurance.
The Insurance Coverage shall be \$5,000,000.00 for general liability and \$5,000,000.00 for automobile insurance. When requested JML shall provide the CLIENT with proof of Comprehensive General Liability and Automobile Insurance (Inclusive Limits) for both owned and non-owned vehicles.
 - (b) Professional Insurance
The Insurance Coverage shall be in the amount of \$2,000,000.00. When requested JML shall provide the CLIENT with proof of Professional Liability Insurance carried by JML and in accordance with APEO Act, 1984 and Regulations therein.
7. **INSURANCE**
CLIENT agrees to waive its rights of recovery against JML in regard to any loss of use, earnings or business interruption type of insurance CLIENT may have for or in connection with the Project and also in regard to losses at the site of construction due to fire or causes covered by any direct damage type of insurance carried by CLIENT.
8. **DISPUTE RESOLUTION/ GOVERNING LAW**
If a dispute arises out of or in connection with this Agreement or the breach thereof, and the dispute cannot first be settled within 15 working days by negotiation between the parties, the parties agree that the dispute shall be finally resolved by binding arbitration under the Arbitration Act of Ontario. There will be one arbitrator. The governing law shall be the law of the Province of Ontario, Canada. The place of arbitration shall be Toronto, Ontario, Canada. In no event shall the demand for any negotiated settlement, or arbitration be made after the date when institution of legal or equitable proceedings based on such claim, dispute or other matter in question would be barred by the limitation period referred to in 5 above.
9. **NOTICE AND OFFICIALS**
JML will be represented by John M. Lorenowich, P. Eng., who shall be in charge of the Project for JML. CLIENT shall designate in writing an official who shall be authorized to act for CLIENT. The person so appointed by JML will maintain close contact with the authorized representative of CLIENT. All notices to JML, including without limitation, those concerning changes in the scope of Services shall be directed in writing to John M. Lorenowich, 105 Villa Street, 2nd Floor, Thunder Bay, Ontario, P7A 7W5. Notices to CLIENT shall be directed in writing to CLIENT at the address of CLIENT shown above or to such other address as CLIENT may in writing designate.

This Agreement shall inure to the benefit of and be binding upon the parties hereto, their successors and the assigns of JML and the permitted assigns of CLIENT. JML's obligations under this Agreement are solely for the benefit of CLIENT and are not intended to be for the benefit of contractors or other third parties employed by CLIENT on the Project.

IN WITNESS WHEREOF the parties have duly executed this Agreement.

"CLIENT"

By: _____

[Signing Officer(s)]

"JML"

By:  _____

[Signing Officer]

Appendix 1 – Scope of Services

See attached JML proposal letter JML52248 to The Corporation of the Town of Fort Frances dated August 6, 2019.

Appendix 2 -Compensation

Our lump sum fee to provide consulting engineering services to The Corporation of the Town of Fort Frances for the detailed design and drawings suitable for tendering for reroofing indicated in the RFP at the Memorial Sports Centre in Fort Frances for **\$ 43,578.00 (Forty three thousand five hundred seventy eight dollars) + HST**. All disbursements are included with this estimate.

August 6, 2019
Ref. No. JML52248

The Corporation of the Town of Fort Frances
320 Portage Avenue
Fort Frances, ON P9A 3P9

Attention: Douglas Brown,
CAO

**Reference: Consulting Engineering Proposal
Roofing Replacement Memorial Sports Centre
Town of Fort Frances RFP No 19-OF-08**

Dear Douglas:

JML Engineering is pleased to submit three (3) copies of our proposal to offer consulting engineering services for the detailed design of various roofing replacements at the Memorial Sports Centre in Fort Frances.

The purpose of this exercise is to provide new roofing systems at the areas highlighted on a drawing that was included in the RFP (ie: the entire facility roofs excluding the Swimming Pool roof) to ensure a weathertight and durable roofing solution with a 20+ year warranty. We understand the Town of Fort Frances desires to have detailed design drawings complete for their entire facility as noted above so that they can have 'shovel ready' tender documents prepared in advance to pursue funding and/or budget allocations in future years. Depending upon these future funding resources, some of the roofs may be done in advance of others.

We have reviewed the Town of Fort Frances RFP No 19-OF-08 (copy attached). We are familiar with the facility, with some of our staff having participated in hockey tournaments in Fort Frances over the years. We have received clarifications from your Adam Mitchell via email, and we have had a telephone discussion with him for further clarification. Based upon this background, we believe we have a good understanding of the requirements for this roofing project.

We hereby acknowledge there were no Addendums issued or received for this RFP.

Methodology

Our proposed methodology to complete the consulting engineering work for this project, in general terms, will be as follows:

- Contact the Town of Fort Frances to discuss and confirm project methodology and schedule, and to request copies of any existing documents for this project, including original construction drawings, rehabilitation drawings, roof inspection reports, or other relevant data. Details on the upcoming field investigation will be discussed, including the proposed works of our sub-contractor Northern Sheet Metal & Contracting (NSM), who will be taking a dozen roofing cores.
- Discuss with the Town of Fort Frances the Health & Safety requirements to complete the upcoming field investigation. JML Engineering and NSM each have a written set of Health & Safety policies and procedures. JML Engineering shall submit their Health & Safety policy as part of this exercise. JML Engineering shall include with their submission a project-specific writeup reflecting health and safety matters relevant to the upcoming roofing inspection/testing works.
- Travel to Fort Frances to complete a comprehensive examination of the various roofs comprising the facility (excluding the swimming pool roof). The field investigation will include the following tasks:
 - Meet in the morning with a representative from the Town of Fort Frances to discuss and confirm our upcoming field inspection work, to answer any questions they may have, to identify focal points for known roof leak issues, and to obtain copies of any remaining, original building construction drawings or other data.
 - Take measurements and photographs of all proposed re-roofing areas. All miscellaneous roofing details, such as soffit and fascia, ridge, penetrations, flashings, mechanical equipment, roof drains, etc. will be carefully examined and measured, where safely accessible. If inaccessible, estimates will be done while observing from the roofs edge and/or by using binoculars. For this project, we are estimating extension ladders can be used to reach one of the lower roofs, and can also be used between lower and higher roofs. We feel we can effectively access and assess most of the roof areas. As such, we do not intend to rent a hydraulic lifting device with articulating arm for this project.
 - We will examine, where readily accessible, the underside of each roof. The arena roofs will be examined using binoculars while standing on the floor or bleachers. The other roofs will be examined by removing suspended ceiling tiles and accessing by using a stepladder. Drywall ceilings will not be removed, unless we see evidence of water stains, in which we would then recommend removing sections of drywall to examine the roof structure in more detail. We would only proceed with this localized drywall removal upon approval by the Owner, as the repair of the drywall will be done by the Owner.
 - The physical and functional condition of the primary structural components of each roof will be carefully assessed, and any observed deficiencies will be noted (size, type, location).
 - We plan to take a total of twelve (12) roofing cores for this exercise; a minimum of three cores at each large roof area, and single cores at the smaller roof areas, to

establish the existing roofing composition, and to estimate the presence of moisture and the condition of the substrate. We will be retaining NSM, a roofing contractor in Thunder Bay, to assist us with this part of the exercise. NSM will repair all areas where cores are taken, and ensure the repair areas are made weathertight prior to leaving the site.

- We will focus additional examination effort on the areas of known roofing leaks, and areas where ice damming has historically occurred. We will also strive to establish areas of probable, waterlogged insulation by strategically taking roofing cores to estimate limits combined with a visual examination on top and at the underside of the roofs.
- Our proposal excludes Designated Substance Survey tests. This was noted in the Town's email response to one of our queries.
- Our proposal excludes conducting x-rays to more accurately delineate the limits of moist insulation. We believe we can effectively address the matter of replacing moist insulation in our tender documents.
- Prior to leaving the site, we will discuss our findings with the Town of Fort Frances. We will highlight to the Town any areas of significant concern that we may observe going forward. We will also indicate to the Town roofing areas requiring repair which should be prioritized.
- Back in the office, we will generate an overall base drawing, depicting in plan view the construction of the existing roofs at the facility. This drawing will form the starting point for the conceptual and detailed design stages of this project.
- We will then complete a preliminary design of the roofing replacement(s). We will investigate re-roofing options, compare the options, and make recommendations for a preferred solution(s) c/w estimated construction costs. Our assessment will include addressing the areas of saturated roof insulation and areas impacted by ice damming conditions. We will discuss the areas where known roof leakage has occurred over an extensive period of time. We will provide remedial repair solutions to the structure at these areas, as required.
- We will prioritize the order of remedial repairs for each of the roofs, so that the Town of Fort Frances will have the flexibility of securing and implementing portions of the overall re-roofing funds to those roofs of highest repair priority.
- We will discuss the concept of providing snow guards along the long side of the original arena roof adjacent the parking lot, and at other building areas over entranceways. We will also discuss the concept of providing a fall arrest or travel restraint system along the peak of the original arena roof (ie: cables c/w anchor points). Please note that the design of snow guards and fall arrest systems are not included in our proposal, but could be considered as additional scope of work).
- We will organize, assemble, and submit to the Town of Fort Frances via email a brief summary of this information in the form of a Pre-Design Report for review and comment.
- After discussing the Pre-Design Report with the Town of Fort Frances, and upon receiving acceptance of a preferred re-roofing concept, we will then proceed with the detailed design and specifications suitable for the purpose of tendering. The drawings will be generated using AutoCad LT 2019 base drawings, and the information will be shown using the metric system of units. The specifications will be generated in Word, and will include a bid form at the front end, along with any Town of Fort Frances general

conditions and other standard documentation.

- All facets of construction will be designed and detailed to the requirements of the current Ontario Building Code and all other applicable codes.
- The tender documents will be prepared in a manner that will enable separating the tenders into individual roof tender packages, while allowing for an overall tender package to construct all of the roofing replacement systems under one overall tender package. To achieve this, we intend to organize our drawings into individual roof packages. The specifications will be written as one overall document, with individual technical specifications included for roofs with differing re-roofing systems. The bid form can be prepared to reflect obtaining separate prices for each roof, while obtaining an overall tendered price to re-roof all of the roofs together.
- When the tender package reaches 90% completion, we will submit pdf's of the drawings, specifications, and a Class II Estimate for review by the Town of Fort Frances.
- After receipt of comments, we will modify and assemble the final, pre-approved tender package.
- We will prepare ten (10) complete sets of tender documents (specifications and drawings). We intend to issue the roofing drawings on 11" x 17" sheets. PDF documents will be provided for all submissions.

Related Experience

JML Engineering has been involved in the civil/structural design of several commercial and institutional facilities for various clients across Northwestern Ontario. A representative list of clients and roofing projects of similar scope of work to this exercise is as follows:

- In 2019 design, tender, and contract administration to replace 837 square meters of a ballasted, built up roofing system with a fully adhered EPDM roofing system with enhanced, sloped insulation at Ecole Gron Morgan School for Lakehead Public Schools.
- In 2019 design, tender and contract administration to replace 942 square meters of a ballasted, built-up roofing system with a fully adhered, EPDM roofing system with enhanced insulation at CD Howe Public School for Lakehead Public Schools.
- In 2019, structural assessment, design, tender, and contract administration of remedial repairs to address failed and theoretically overstressed roof purlins throughout the 1765 square meter Jagenburg Building at Domtar, Dryden.
- In 2018, structural assessment, design, tender and contract administration of remedial repairs to address failed timber truss at the Tall Oil Roof at Domtar, Dryden.
- In 2018, design and contract administration to replace 3220 square meters of a ballasted, built-up roofing system with a fully adhered EPDM roofing system with enhanced insulation at two buildings at Andras Court in Thunder Bay for the Thunder Bay District Social Services Board.
- In 2016, design, tender and contract administration to replace 6216 square meters of a 4-ply roofing system with a fully adhered EPDM roofing system at two end sections at the Transit Shed No. 2 building at Keefer Terminal for the Thunder Bay Port Authority.
- In 2016, design, tender and contract administration to replace 5712 square meters of a 4-ply roofing system with a fully adhered EPDM roofing system at the Transit Shed No. 1 building at Keefer Terminal for the Thunder Bay Port Authority.

- In 2015, design to replace 475 square meters of a 4-ply built-up roofing system with a fully adhered EPDM roofing system with enhanced insulation at the Metis Nation Community Centre for Infinity Property Services.
- In 2014, design to replace 500 square meters of a PVC membrane roofing system with a combination of a fully adhered EPDM roofing system and a standing seam metal roofing system with enhanced insulation at the Fort William Baptist Church in Thunder Bay.
- In 2014, design, tender and contract administration to replace 5775 square meters of ballasted, 4-ply built-up reroofing with a fully adhered EPDM roofing system with enhanced insulation at Loading Shed No 1 and four corner roofs at Keefer Terminal for the Thunder Bay Port Authority.
- In 2013, design to replace 780 square meters with a fully adhered EPDM roofing system with enhanced insulation at the ONWA Building in Thunder Bay.
- In 2013, design, tender and contract administration to replace 5760 square meters of a 4-ply ballasted roofing system with a fully adhered EPDM roof system at the Loading Shed No. 2 building and the addition of roofing insulation at the main entrance building at Keefer Terminal for the Thunder Bay Port Authority.
- Roof assessment at 21 schools for the Thunder Bay Catholic District School Board.
- Five-year arena inspections for the Townships of Ignace, Sioux Lookout and Atikokan, the City of Dryden, the Municipality of Greenstone, and the Port Arthur Curling Club.
- EPDM fully adhered roof replacement with enhanced insulation and structural modifications at the Dryden Recreation Centre for the City of Dryden.
- Ballasted roofing replacement at four classrooms at Nipigon Red Rock District High School for the Superior Greenstone District School Board.
- TPO roofing replacement at Nor'Wester View School for Lakehead Public Schools.
- Powerhouse Tripper EPDM roof replacement in Atikokan for Ontario Power Generation.
- Roof replacement at the High Street Substation for Thunder Bay Hydro.
- Roof replacement using various roofing systems for Canada Malting Co Limited in Thunder Bay.
- Design and certification of roof anchor systems for high rise rental buildings in Thunder Bay.

The following client references can be reached to discuss our roofing expertise on recent re-roofing projects:

Guy Jarvis, P. Eng.
Director of Engineering and Harbour Master
Thunder Bay Port Authority
100 Main Street
Thunder Bay, ON
Phone: 1-807-345-6400
Email: guy@tbport.on.ca

Jim DeSaulniers
Manager of Property Services
Lakehead School Boards
2135 Sills Street
Thunder Bay, ON
Phone: 1-807-625-5288
Email: james desaulniers@lakeheadschoools.ca

Key Personnel

We have qualified senior engineers experienced with roofing construction that can participate on this exercise.

John M. Lorenowich, P.Eng., is the President and a senior project engineer with JML Engineering. Mr. Lorenowich has over 35 years of consulting engineering experience. He has been a design engineer and project manager of a variety of diversified civil engineering projects involving new and/or renovated commercial and industrial buildings. He has been the project manager and/or the design engineer on the majority of the roofing projects listed above, including certification of the tender documents.

His role for this project will be overall Project Manager and backup project engineer. He will review all significant findings obtained by the field investigation. He will provide a senior review of the Pre-Design report to ensure appropriate recommendations are being made. He will also provide Quality Assurance for reviewing the detailed design and the assembled tender documents.

George McKay, P. Eng., is a senior project engineer at JML Engineering with 16 years of consulting engineering experience. George has a diversified background in building and industrial design. He has worked on re-roofing projects in the past, both with JML Engineering and KGS Group. He excels in building construction, and his experience will be valuable in the field when assessing the roof structures at the Fort Frances facility.

His role for this project will be Project Lead. He will be the primary liason between JML Engineering and the Town of Fort Frances. He will co-ordinate and participate with the field investigation work. He will assess all significant findings observed in the field. He will be responsible for the detailed design for all remedial repairs, and the design and selection of a preferred re-roofing system(s). He will oversee the assembly of the design drawings. He will assemble the technical specifications. He will collaborate at all key project milestones with the Project Manager. He will review and certify the approved "Issued For Tender" documents.

A copy of the cv's of our key personnel are attached with this proposal.

Schedule

Since construction of any one of the roofs could occur as early as 2020, it will be important to complete tender documents in a timely manner so that tendering can be called upon in fairly short

notice beforehand.

Our planned schedule to complete the detailed design and tender documents for this project is as follows:

Proposal submission	August 6, 2019
Consultant award	August 12, 2019
Startup meeting	August 14-16, 2019
Field investigation	August 26-30, 2019
Pre-Design report	September 13, 2019
Drawings/specifications 90% complete	October 18, 2019
Approved Issued For Tender documents	October 31, 2019

We could tighten this schedule further, if required.

Quality Control

JML's project manager and senior structural engineer will oversee all documentation assembled over the course of this project.

Reporting to the Town of Fort Frances shall be via email and telephone. Hard copies will be communicated via fax or mail/courier.

The project will be carefully tracked following the schedule defined and confirmed after the project start-up meeting. This monitoring will be done weekly to ensure the project meets its scope objectives, deadlines, and overall budget.

JML Engineering follows an internal, written set of policies and procedures for all facets of total project management. Each component of this quality control system includes a checklist of tasks that are identified at project commencement and certified by the project engineer as the project proceeds. The data that is entered onto the base AutoCAD drawings is verified by a second person prior to proceeding to conceptual and detailed design drafting. Drafting standards are checked at the 50% and 90% stages of drawing completion. Design notes are reviewed and certified by a checking engineer.

Budget and manpower sheets are updated and distributed to all staff on a weekly basis, further ensuring that an awareness of remaining timelines is recognized by all parties involved in the project.

Our depth of experience and familiarity with working on other projects of similar complexity will enable us to effectively complete this exercise on time and on budget.

Sustainable Environmental Social Initiatives

JML Engineering is committed to respecting fundamental human rights and the treatment of their workers fairly and with respect by:

- Providing and maintaining a safe and healthy working environment, and providing the resources and work culture necessary for the personal and professional development for all of its employees.
- Maintaining good communication between management and employees.
- Recruitment and selection of all employees is done fair, open and transparent, and will comply with all relevant legislation.
- Positions are offered based on competency, qualification, and enthusiasm for the position, regardless of a persons need, background, culture, religion, gender or economic circumstances.
- Zero tolerance of workplace harassment of either sexual or discriminatory nature either within the confines of company offices and facilities or externally where such harassment will have repercussions on the work environment.
- Zero tolerance of workplace violence and a commitment to protect all workers from workplace violence from all sources.

JML Engineering is also committed to strive continually towards minimizing the environmental impact of their operations by:

- Ensuring JML operates in full compliance with environmental laws and regulations and that our activities meet or exceed the requirements of all applicable environmental legislation that relates to our company.
- Continually promote environmental awareness, responsibility and best practices and to support the environmental sustainability culture to reduce our environmental footprint.
- Using sustainable products within the office and in our deliverables.
- Implementing reduce, recycle and re-use programs within the office environment.
- Promoting innovation and enhancing access to green and ethical products to lower costs of sustainable purchasing over time.

Consulting Engineering Fees

Our lump sum fee to provide consulting engineering services for the detailed design and drawings suitable for tendering for reroofing the roofs indicated in the RFP at the Memorial Sports Center as noted above is **\$ 43,578.00 (forty three thousand five hundred seventy eight dollars) + HST**. All disbursements are included with this estimate.

We have also included a manpower breakdown spreadsheet to support this estimate.

JML Engineering Ltd. Proposal 52248
Roofing Replacement Memorial Sports Centre
Town of Fort Frances
Client Contact: Douglas Brown

TASK	DESCRIPTION	MAN-HOUR REQUIREMENTS											DISBURSEMENTS	COSTS	
		J. Leronowich President	G. McKay P. Eng.	M. Edmunds P. Eng.	N. Scarside Pending	J. Morrow EIT	M. Currie EIT	B. Warren Draftsperson/CA	L. Leronowich Sr. Civil Technologist	B. Anderson Civil Technologist	D. Sawchuk Civil Technologist	T. Laid Administrator			
A	CONCEPTUAL PHASE														
1	proposal preparation	6										1	courier		\$70
2	project initiation	0.5										0.5			
3	startup meeting with staff	1													
4	startup meeting with client	incl													
5	gather and review existing data	2										0.5	telephone call print out/review emailed data		
6	conduct field investigation														
	preparation for trip	2													
	drive to Fort Frances	3.5										0.5	co-ordinate with NSM		\$263
	stay overnight in Fort Frances	0.5										0.5	mileage 350 km		\$300
	site inspection	10										10	rooms 1 night		\$150
	stay overnight in Fort Frances	10										4	meals 1 day		\$300
	site inspection	4										3.5	rooms 1 night		\$150
	return to office	3.5										0.5	meals 1 day		\$300
	unpack	0.5											NSM inspect/core 3820 x 1.1		\$4,202
	review roofing alternatives	2											equipment rental		\$100
7	review leak area damages	3													
8	establish roof drainage system	2													
9	prioritize roofing replacement	1													
10	preliminary construction cost estimate	2													
11	pre-design report	6													
12	review/discuss/amend report	1.5										1			
13	submit pre-design report to Owner	0.5										0.5			
14	discuss pre-design report with Owner	1										0.5	email PDF copy		
15	adopt approved concept	0.5											telephone discussion		
16	co-ordination with Owner 3 weeks	1													
17	administration	0.5													
18	Manhours	9.5	46	0	0	0	23	0	0	0	1	admin			\$651
	Individual Labour Cost	\$2,185	\$8,280	\$0	\$0	\$0	\$1,610	\$0	\$0	\$0	5.5				
	Sub-total Labour Cost										\$440				\$6,186
											\$13,010				
B	DETAILED DESIGN PHASE														
19	drawings (11' x 17" - estimate 9)														
	roof plan - demolition	4											show all roofs one main plan		
	roof plan - new construction	2											show all roofs one main plan		
	demolition details - estimate 24	4											show on three drawings		
	new construction details - estimate 24	4											show on three drawings		
	miscellaneous new details - estimate 3	1.5											show on one drawing		
	notes														
20	specifications	10										2			
21	construction estimate update	1											20 min / dwg		
22	ISO review of base and 90% drawings														
23	ISO review of design	1						3							
24	Project Lead review at 90% / revise	3													
25	JML review at 90% / revise	1											copies 11 x 17		
26	submit drawings and spec to Owner at 90%	1										0.5	email PDF version		
27	discuss with Owner	1											telephone call		
28	amend documents issued For Tender	1										1			
29	prepare 10 print sets dwgs/specs	4										2	75 pages 10 copies courier		\$180
30	co-ordination with Owner 8 weeks														
31	administration	1											admin		\$1,153
32	miscellaneous											2			
	Manhours	5	36.5	0	0	0	0	3	0	0					
	Individual Labour Cost	\$1,150	\$6,570	\$0	\$0	\$0	\$0	\$420	\$0	\$0	129				
	Sub-total Labour Cost										\$14,190				\$1,333
											\$23,050				
	TOTAL MAN-HOURS	14.5	82.5	0	0	0	23	3	0	0	14.5				
	INDIVIDUAL LABOUR COST	\$3,335	\$14,850	\$0	\$0	\$0	\$1,610	\$420	\$0	\$0	\$1,160				\$7,518
	TOTAL LABOUR COST										\$36,060				
													TOTAL DISBURSEMENT COST		
						</									

The following hourly chargeout rates will apply to our staff in 2019 for this project.

John M. Lorenowich, P.Eng.	\$ 220.00 / hr
George McKay, P.Eng.	\$ 180.00 / hr
Michael Edmonds, P.Eng.	\$ 140.00 / hr
Bill Warren	\$ 140.00 / hr
Laurie-Lyn Lorenowich	\$ 140.00 / hr
Bryan Anderson	\$ 110.00 / hr
David Sawchuk	\$ 110.00 / hr
Jonathan Morrow, EIT	\$ 90.00 / hr
Mathew Currie, EIT	\$ 70.00 / hr
Tanis Lahti, clerical	\$ 85.00 / hr

Closing

Attached to our proposal is a copy of a completed Statutory Declaration form.

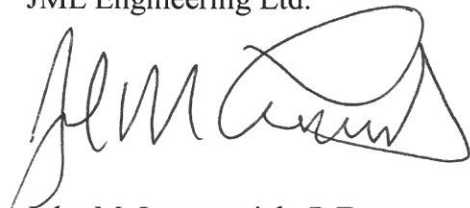
If successful, we intend to prepare and submit a standard MEA/CEO Agreement (2006), amended to include the RFP and our proposal as part of the overall agreement.

We are capable of providing the necessary Comprehensive General Liability and Professional Liability insurances of \$5,000,000 and \$ 2,000,000 per occurrence respectively. A sample of such inclusions is attached with our proposal. We would be pleased to provide updated insurance certificates specific to this project upon successful award, including naming the Town of Fort Frances as additional insured as stipulated in the RFP.

We thank you for this opportunity, and we look forward to working with the Town of Fort Frances on this interesting roofing project. Please contact the undersigned if you have any questions regarding the contents of this proposal.

Best regards,

JML Engineering Ltd.



John M. Lorenowich, P.Eng.
President

:jml
Encl.

APPENDIX A

Town of Fort Frances – Terms of Reference

RFP No 19-OF-08

#RFP 19-OF-08

TOWN OF FORT FRANCES

TERMS OF REFERENCE

FOR

**A ROOFING DESIGN FIRM FOR THE COMPLETION OF THE DESIGN ACTIVITIES
FOR THE REPLACEMENT OF THE ROOF AT THE MEMORIAL SPORTS CENTRE
(720 SCOTT STREET)**

R.F.P. NO. 19-OF-08

July 16, 2019

TABLE OF CONTENTS

SECTION 1	REQUEST FOR PROPOSAL	3
SECTION 2	GENERAL INFORMATION AND INSTRUCTIONS	4 - 8
SECTION 3	PROJECT DESCRIPTION	9 - 11
SECTION 4	PROPOSAL REQUIREMENTS	12 - 14
APPENDIX "A"	MEMORIAL SPORTS COMPLEX PICTURE AND DRAWING	
APPENDIX "B"	STATUTORY DECLARATION	

**TOWN OF FORT FRANCES
REQUEST FOR PROPOSAL**

FOR

**A ROOFING DESIGN FIRM FOR THE COMPLETION OF THE DESIGN ACTIVITIES FOR
THE REPLACEMENT OF 3 SECTIONS OF ROOF AT THE MEMORIAL SPORTS CENTRE
(720 SCOTT STREET)**

R.F.P. NO. 19-OF-08

The Town of Fort Frances wishes to obtain proposals from a reputable firm to complete the design and consultation for an upgraded roof structure at the Memorial Sports Center located at 720 Scott Street, Fort Frances. The successful firm must complete all design activities including creation of all required drawings and specifications for construction. Sealed proposals, in triplicate and clearly marked shall be submitted to:

Sealed proposals clearly marked **"RFP No. 19-OF-08"** will be received by the Corporation of the Town of Fort Frances (the "Town") up to but not later than:

2:00 p.m. Local Fort Frances Time
Tuesday, August 6th, 2019

After which time such proposals will be opened publicly and read aloud at the Fort Frances Civic Centre, 320 Portage Avenue, Fort Frances, Ontario

Certain Request for Proposal Forms ("RFP Forms") are required to be submitted. Please submit such completed Tender Forms to:

The Corporation of the Town of Fort Frances
Attention: Mr. Douglas Brown, CAO
Town of Fort Frances
320 Portage Avenue
Fort Frances, Ontario
P9A 3P9
Fax: 1-807-274-8479

Information relating to this proposal is available at the Information Desk, Fort Frances Civic Centre, 320 Portage Avenue, Fort Frances, Ontario

Please direct any questions regarding this proposal to: Adam Mitchell, Asset Management Coordinator, Operations and Facilities Division. P: (807) 274-9893 ext 1315, Email: amitchell@fortfrances.ca

Lowest or any proposal not necessarily accepted. The Corporation of the Town of Fort Frances (the "Town") reserves the right to reject any or all proposal, to waive irregularities and informalities therein, and to award the contract in the best interest of the Town in its sole and unfettered discretion. RFP award requires approval by Council.

SECTION 2
GENERAL INFORMATION AND INSTRUCTIONS
INDEX

- 2.1 Intent of the Request for Proposals
- 2.2 Qualifications
- 2.3 Proposal Closing Date
- 2.4 Informal Proposals
- 2.5 Errors and Omission
- 2.6 List of Addenda
- 2.7 Tender Withdrawal and Award
- 2.8 Tax Management (HST)
- 2.9 Ontario Retail Sales Tax
- 2.10 Fax Transmittal
- 2.11 Municipal Freedom of Information and Protection of Privacy Act
- 2.12 Pages Numbered
- 2.13 Location of Fort Frances
- 2.14 Consultant's Insurance
- 2.15 Inquiries

SECTION 2

GENERAL INFORMATION AND INSTRUCTIONS

2.1 INTENT OF THE REQUEST FOR PROPOSALS

The purpose of the request for proposals is to retain a reputable firm to complete the design for an upgraded roof structure at the Memorial Sports Center located at 720 Scott St. An image has been attached outline the sections of roof to be included in the design. The only omission of the roof structure is the most recently constructed roof above the pool facility. The successful firm must complete all design activities including creation of all required drawings and specifications for construction. These design activities involve the following:

1. Review the reports and designs of the existing roof infrastructure
2. Complete detailed design work of the site including; construction specifications, architectural, structural plans and related specifications for construction.

2.2 QUALIFICATIONS

The lowest or any proposal will not necessarily be accepted. The Town reserves the right to reject any or all proposals, to waive irregularities and informalities therein, and to award the contract in the best interest of the Town in its sole and unfettered discretion. An accepted proposal must be approved by Council.

2.3 CLOSING DATE

The Request for Proposals closes at 2:00p.m. Local Time (C.S.T.), Tuesday, **August 6th, 2019** and will be publically opened immediately thereafter at the Committee Room, Civic Centre, Fort Frances, Ontario.

Three (3) copies of the proposal, fully completed, sealed and marked "**R.F.P. No. 19-OF-08**" must be delivered by mail or otherwise, to the Administrator, not later than 2:00 p.m. (C.S.T) on the closing date.

2.4 INFORMAL PROPOSALS

All proposals provided, and all entries shall be in ink or typewritten. Proposals which are incomplete, conditional or obscure or which contain additions not called for, erasures, alterations or irregularities of any kind, or in which any of the prices are obviously unbalanced, may be rejected as informal.

The Town reserves the right to disqualify proposals not submitted in strict accordance with the terms and conditions of the Terms of Reference.

2.5 ERRORS AND OMISSION

The Firm shall examine the Terms of Reference Documents as soon as possible. Any errors, omissions or conflicts discovered shall be reported to the Asset Management Coordinator immediately. Verbal instruction and/or communications will not be accepted.

2.6 LIST OF ADDENDA

During the request for proposals period, Firms may be advised by Addenda of required additions to, deletions from, or alterations in the Terms of Reference Documents. All such changes shall become an integral part of the Terms of Reference Documents and shall be allowed for in arriving at the Total Proposal Price. All Addenda received during the request for proposals period shall be acknowledged.

2.7 PROPOSAL WITHDRAWAL AND AWARD

Proposals received by the Administrator prior to Closing may be withdrawn upon written application only. The last proposal received shall invalidate all previous proposals received from the same Firm. Withdrawal of proposals shall be by letter bearing an official company or corporation signature and seal only.

No contracts will be awarded until after the proposal has been approved by Council.

Council reserves the right to:

- i) reject any recommendation;
- ii) reject any or all proposals;
- iii) accept any proposal deemed to be in the best interest of the Town, or
- iv) disqualify proposals not submitted in strict accordance with requirements of the terms of reference documents.

Exception may be made to any contract, which is funded by a Ministry of the Province of Ontario on behalf of the Corporation. However, any final decision for awarding of a Contract is subject to the concurrence of the Council.

Firms are informed that it is a condition of the Terms of Reference Documents that each proposal shall remain in force from the closing date of the request of proposal until forty-five (45) calendar days thereafter unless the Architecture Firm has been formally rejected.

2.8 TAX MANAGEMENT (HST)

As it is the responsibility of the Firm to determine levy and collection of the Harmonized Sales Tax (HST), amounts bid shall show separately the HST amount, or alternatively cite the basis of exemption in lieu thereof.

2.9 ONTARIO RETAIL SALES TAX

Where contracts are awarded to non-resident Ontario Firms, they are required to either:

- a) Provide a copy of a valid Retail Sales Tax Vendor Permit, or
- b) file with the Town a copy of the letter of compliance issued by the Ontario Retail Sales Tax Branch.

Failure to comply will result in 4% of each payment due to the Contract to be withheld for remittance to the Treasurer of Ontario.

2.10 FAX TRANSMITTAL

Proposals may be submitted by Fax transmittal (807-274-8479) subject to additional conditions:

- i) All terms and conditions outlined in the Terms of Reference apply, including duplicate fax transmittals
- ii) All original proposal documents and enclosures are received within forty-eight (48) hours of the closing date of the request for proposals, and
- iii) The Town assumes no responsibility whatsoever for proper receipt of such Fax transmittals.

2.11 MUNICIPAL FREEDOM OF INFORMATION PROTECTION OF PRIVACY ACT

The Town is governed by the Municipal Freedom of Information and Protection of Privacy Act, therefore Firms must accept that proposal contents can be made public as a condition of the request for proposal process.

2.12 PAGES NUMBERED

All pages of the proposal document submitted must be numbered.

2.13 LOCATION OF FORT FRANCES

The Town of Fort Frances is located in the District of Rainy River, approximately 350 kilometers west of Thunder Bay, Ontario and 425 kilometers East of Winnipeg, Manitoba. The Town is bounded to the north and the east by Couchiching First Nation and the unorganized Township of Miscampbell, to the west by the Township of Alberton, and to the south by the United States of America. Also please note that Fort Frances is in the Central Time Zone.

2.14 FIRM'S INSURANCE

The successful Firm shall take out and keep in force throughout the duration of the Contract, a comprehensive policy of Professional Liability in the amount of not less than \$2,000,000.00 inclusive per occurrence.

The Town of Fort Frances shall be named as an additional insured thereunder, a certified copy of the policy or certificate thereof shall be deposited upon signing of the Agreement or as the Town may direct.

2.15 INQUIRIES

Questions regarding the Terms of Reference must be directed to:

Adam Mitchell, EIT
Asset Management Coordinator,
Town of Fort Frances
900 Wright Avenue
Fort Frances, Ontario, P9A 1J9
Telephone: 807-274-9893 ext 1315
Email: amitchell@fortfrances.ca

SECTION 3
PROJECT DESCRIPTION
INDEX

- 3.1 GENERAL INFORMATION ON THE DESIGN ACTIVITIES
- 3.2 SCOPE OF WORK
- 3.3 OTHER SPECIFICATIONS FOR THE DESIGN ACTIVITIES

SECTION 3

PROJECT DESCRIPTION

3.1 GENERAL INFORMATION ON THE DESIGN ACTIVITIES

The successful firm is to develop complete designs for an upgraded roof structure at the Memorial Sports Center located at 720 Scott St. An image has been attached outlining the sections of roof to be included in the design. The only omission of the roof structure is the most recently constructed roof above the pool facility. The successful firm must complete all design activities including creation of all required drawings and specifications for construction. At the completion of the design activities it is intended that the successful firm will have produced all drawings and specifications required for the Town of Fort Frances to tender for the construction.

3.2 SCOPE OF WORK

The purpose of the request for proposals is to retain a reputable Firm to complete a new roof plan design to replace the existing roof structure located at 720 Scott Street. These activities involve the following main components:

1. Complete detailed design work of the site including construction specifications, architectural, structural and related specifications for construction.
 - a. These plans should outline at a minimum:
 - i. Footprint of the building and design features
 - ii. Location and specification of any equipment/ curbs, electrical, drains, etc.
 - iii. Details on replacement of waterlogged insulation and additional insulation needed to address ice damming conditions
 - iv. Bid specifications for construction.
 - v. A total construction cost estimate including site preparation, removal and disposal.
 - vi. All construction plans are to be AutoCAD format and provided in pdf and 10 print sets. All specifications to be Word documents and provided as pdf documents and 10 print sets.
 - b. The successful firm shall make sure all applicable provincial, national and local codes and specifications are met in the design works.

3.3 OTHER SPECIFICATIONS FOR THE DESIGN ACTIVITIES

1. The Town is requiring that the successful firm complete the design in as timely fashion as possible such that the Town will be ready to submit a tender for the construction in the first half of 2020. The intent is to award the contract to the successful firm on August 12th, 2019. Each firm shall include a proposed schedule with their proposal. The successful firm shall submit a formal schedule of work including important dates and milestones to the town, prior to commencing work.
2. The site consists of multiple types of roof structures with a large variance in installation dates.
3. There are a number of areas where roof leakage has been happening for a prolonged period. Firms must address these areas specifically in their designs and address opportunities for remedial works being required to the underlying structure.

4. Firms must take into account the areas where leakage has been occurring over a long term and address not only the roof membrane but any underlying insulation issues where it is determined that ice damming has caused the leakage.
5. The successful Design Firm will be required to attend the site at least once during the design period to ensure they are fully aware of the current site conditions.

SECTION 4
PROPOSAL REQUIREMENTS
INDEX

- 4.1 PROPOSAL REQUIREMENTS SUBMITTED BY ROOFING DESIGN FIRM
- 4.2 PROPOSAL EVALUATION
- 4.3 OCCUPATIONAL HEALTH & SAFETY PLAN
- 4.4 CONTRACT

SECTION 4

PROPOSAL REQUIREMENTS

4.1 PROPOSAL REQUIREMENTS SUBMITTED BY ROOFING DESIGN FIRM

The proposals prepared by the Firms will clearly indicate that the design works will be carried in accordance with the **Terms of Reference RFP 19-OF-08**.

Each Firm's proposal must contain at least, but is not necessarily limited to the following:

- 1) A work chart or work schedule showing the timing of the major tasks and milestones
- 2) The Firm shall describe their previous work of this type, highlighting their experience and expertise with the specific requirements of this project. If the Firm intends to partner with others to complete certain components, the experience and expertise of those partner companies must also be described, citing previous relevant work.
- 3) The Firm shall identify the Project Manager and other staff and list the responsibilities of each. Qualifications of the Firm's Project Manager and key personnel should be outlined. Any substitution of staff during the course of the Design works will not be permitted without approval of the Asset Management Coordinator.
- 4) Maximum total cost of the project broken down by deliverable, where major tasks or milestones, field inspection work, report writing, printing costs and other disbursements are listed separately.
- 5) Per diem rates for key personnel involved in the project and an estimate of the number of hours that project staff will spend on each specific task.
- 6) A listing of any special circumstances required to complete the designs.
- 7) Identify any possible gaps in the Terms of Reference and how these gaps will be taken into account in the design activities.
- 8) Submit a listing of previous projects of similar scale or type completed for Municipal or institutional clients.
- 9) Three (3) copies of the proposal will be submitted
- 10) All Documents will be in MS (Word & Excel) Office Format.

4.2 PROPOSAL EVALUATION

The Town of Fort Frances will review the proposal submitted by each individual Firm during August 2019. A scoring system will be utilized on the following categories:

- 1) Quality of the proposal submitted - ease of understanding, required components of the Design Activities, and work schedule.
- 2) Past Experience in completing similar design activities.
- 3) Key Personnel assigned to the project

4) Proposal Cost

5) Schedule

It should be clearly understood that the Town of Fort Frances has the right to assign weighting to each of the 5 above mentioned categories and if any proposal submitted fails to include any mandatory requirements as outlined in the Terms of Reference, the proposal is automatically disqualified.

4.3 OCCUPATIONAL HEALTH & SAFETY PLAN

The proposed Occupational Health and Safety Plan shall outline the Firm's general approach to Occupational Health and Safety.

The Firm will be responsible for meeting all of the "employer" obligations under the Occupational Health and Safety Act (OHSA) and shall ensure that all work is carried out in accordance with the OHSA and all applicable regulations. This includes but is not limited to, the duties to: provide a safe workplace; provide information and educate the workers on workplace hazards; appoint a competent supervisor; prepare and provide a health and safety policy; implement a comprehensive health and safety program to support the policy; and take every reasonable precaution to protect the health and safety of workers.

The Firm shall submit a statutory declaration with the proposal:
Appendix "D".

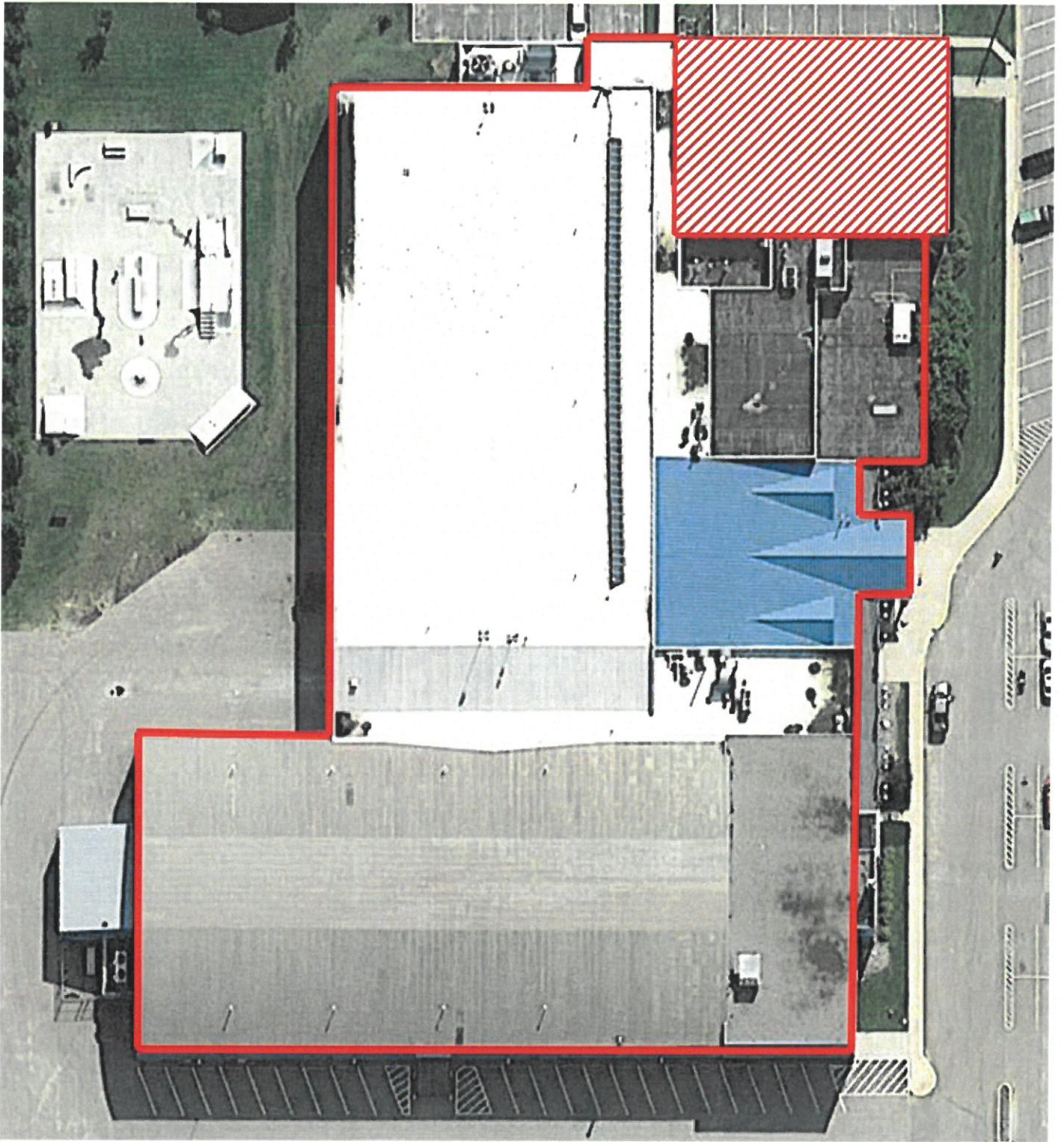
4.4 CONTRACT

The Firm shall include a draft contract of engagement with their proposal.

The Firm shall enter into a design contract with the Corporation of the Town of Fort Frances. The contract shall indicate that work to be undertaken shall be done to the satisfaction of the Municipality according to the request for proposal and for the amount agreed upon by the two parties. The contract shall also indicate that no additional money shall be paid to the Firm for any additional work for which prior authorization has not been given in writing. The contract shall contain, as a minimum, the Request for Proposal and the Proposal accepted.

APPENDIX “A”

Memorial Sports Complex Picture and Drawing



APPENDIX "B"
STATUTORY DECLARATION

STATUTORY DECLARATION

In submitting this proposal, I/We, on behalf of _____
Legal Name of Company

certify the following:

- (a) I/We have a health and safety policy and will maintain a program to implement such policy as required by clause 25(2) (j) the *Occupational Health and Safety Act*, R.S.O. 1990, c.O.1, as amended, (the "OHSA").
- (b) With respect to the services being offered in this proposal, I/We and our proposed sub-contractors, acknowledge the responsibility to, and shall:
 - (i) fulfill all of the "employer" obligations under the OHSA and ensure that all work is carried out in accordance with the OHSA and its regulations.
 - (ii) ensure that adequate and competent supervision is provided as per the OHSA to protect the health and safety of workers; and
 - (iii) provide information and instruction to all employees to ensure they are informed of the hazards inherent in the work and understand the procedures for minimizing the risk of injury or illness.
- (c) I/We agree to take every precaution reasonable in the circumstances for the protection of worker health and safety, as required under the OHSA.

Dated at _____ this _____ day of _____ 2016.

(Authorized signing agent for the Architecture Firm)

(Title)

(Telephone Number)

APPENDIX B

Statutory Declaration

STATUTORY DECLARATION

In submitting this proposal, I/We, on behalf of JML Engineering Ltd.
Legal Name of Company

certify the following:

- (a) I/We have a health and safety policy and will maintain a program to implement such policy as required by clause 25(2) (j) the *Occupational Health and Safety Act*, R.S.O. 1990, c.O.1, as amended, (the "OHSA").
- (b) With respect to the services being offered in this proposal, I/We and our proposed sub-contractors, acknowledge the responsibility to, and shall:
 - (i) fulfill all of the "employer" obligations under the OHSA and ensure that all work is carried out in accordance with the OHSA and its regulations.
 - (ii) ensure that adequate and competent supervision is provided as per the OHSA to protect the health and safety of workers; and
 - (iii) provide information and instruction to all employees to ensure they are informed of the hazards inherent in the work and understand the procedures for minimizing the risk of injury or illness.
- (c) I/We agree to take every precaution reasonable in the circumstances for the protection of worker health and safety, as required under the OHSA.

Dated at Thunder Bay this 6th day of August 2019

John M. Kienreich
(Authorized signing agent for the Architecture Firm)

PRESIDENT
(Title)

807 345-1131
(Telephone Number)

APPENDIX C

JML Memorandum of Insurance

Memorandum of Insurance

To: To Whom It May Concern

Re: JML Engineering Ltd
105 Villa Street, 2nd Floor
Thunder Bay, P7A 7W5

Insurance as described herein has been arranged on behalf of the insured named herein under the following policies and as more fully described by the terms, conditions, exclusions and provisions contained in the said policies and any endorsements attached thereto.

Named Insured: JML ENGINEERING LTD,

Insurer: PREMIER CANADA
Expiry Date: May 1, 2020
Policy Number: AC00070 – Commercial General Liability & Professional Liability
Policy Limits of Liability of not less than –
General Liability - \$5,000,000 Each Occurrence
- \$5,000,000 Aggregate
- \$1,000 Deductible
Professional Liability- \$2,000,000 Each Occurrence
- \$2,000,000 Aggregate
- \$10,000 Deductible

Insurer: PREMIER CANADA
Expiry Date: May 1, 2020
Policy Number: MX00042 – Excess General Liability
Policy Limits of Liability of not less than –
MX00042 - \$5,000,000 Each Occurrence, \$5,000,000 Aggregate
\$10,000 Deductible

This memorandum constitutes a statement of the facts as of the date of issuance and are not represented and warranted to anyone. Please contact our office if a certificate of insurance is required.

Persons relying on this memorandum do so at their own risk.

DEWHURST INSURANCE LIMITED

John Shaw, HBComm, CAIB

Dated May 1, 2019 at Thunder Bay, Ontario

THIS POLICY CONTAINS A CLAUSE WHICH MAY LIMIT THE AMOUNT PAYABLE



APPENDIX D

CVs of Key Personnel

Corporate Profile

JML Engineering Ltd. was founded in 1998 by John M. Lorenowich. This civil/structural engineering firm currently offers a wide variety of engineering services in the commercial and institutional, municipal, industrial and marine fields. Services include feasibility studies, surveying, conceptual and detailed design, tendering, site inspection and contract administration, and overall project management. Key areas of expertise include bridges, pulp and paper and grain terminal facilities, docks and wharfs, municipal infrastructure, and commercial/industrial buildings.

JML's senior staff has more than 30 years of consulting engineering experience. The senior engineers have participated as project managers and senior design engineers for several large, multi-discipline capital projects. The experiences and skills acquired while successfully completing these projects is immeasurable when approaching new projects, large or small. We have the foresight to envision the finished product at the conceptual development stage, and the collective experience required to successfully implement all stages of a project from design development through to total completion of construction and final commissioning.

JML Engineering offers a wide array of engineering services in the industrial, marine, and commercial/institutional fields. These services include the following:

- New construction and/or renovations of industrial, commercial and institutional buildings.
- Process equipment installations.
- Vehicular, pedestrian and snowmobile bridges.
- Dam rehabilitations.
- Wharf and dock assessments and rehabilitation.
- Roofing system analysis and designs.
- Miscellaneous steel, reinforced concrete, timber and masonry structures.
- Feasibility studies.
- Certification of health and safety items (fall arrest systems, scaffolding, hoist beam load postings, fire escapes and exits, overhead crane runway beams, etc.).
- Structural evaluations of grain terminals, pulp and paper facilities, and buildings.
- Dewatering plans and temporary flow passage systems.
- Temporary roadway protection systems.
- Topographic and baseline surveys.
- Conceptual and detailed design, drawings, specifications, tender and contract documents, site inspection and contract administration.
- Sewer and watermain designs, and
- Site services and lot grading plans.

A list of some of our clients includes the following:

Municipal

- City of Thunder Bay
- City of Dryden

Corporate Profile

-
- The Townships of Manitouwadge, Red Rock, Dorion, O'Connor, Gillies and Atikokan
 - Municipalities of Shuniah, Oliver Paipoonge, Greenstone and Machin

School Boards

- Lakehead Public Schools
- Thunder Bay Catholic District School Board
- Rainy River District School Board
- Superior-Greenstone District School Board

Industrial

- Canada Malting Co. Limited
- Resolute Forest Products
- Thunder Bay Port Authority
- Superior Elevator ULC
- Tenaris Algoma Tubes
- Viterro Inc.
- Lac Des Illes Mines

Government

- Public Works & Government Services Canada
- Ministry of Natural Resources and Forestry
- Ministry of Tourism & Recreation
- BGIS
- SNC-Lavalin O&M
- CBRE
- Thunder Bay Hydro
- Brookfield Power

JML currently has ten full time civil engineers and technologists on staff making us one of the largest civil/structural engineering firms in Thunder Bay. Our highly qualified professionals have extensive consulting experience in Thunder Bay and throughout Northwestern Ontario. We have agreements in place with local mechanical and electrical consultants and architects. This enables us to offer total project management services for most multi-disciplined projects.

Exterior Renovations at Andras Court for the Thunder Bay District Social Services Administration – 2018/19

JML Engineering was retained by the Thunder Bay District Social Services Administration Board to provide conceptual and detailed design, tendering, and contract administration services for the re-roofing of the north and south buildings of Andras Court in Thunder Bay.

This multiple roofing project consists of over 30,000 square feet of insulated, fully adhered EPDM roofing with new prefinished, metal edge flashing, mechanical equipment curbing, integral roof drains, and precast concrete patio stone walkways. Existing ballasted built-up roofing was removed, the sloped concrete deck was cleaned, and the new roofing package was installed in quadrants to ensure that each area of work was completed prior to moving onto the next section. All components of the south building have been completed. The north building and parking garage will be completed in the spring of 2019.



Tendered construction cost for this project was \$1.35 million.

Reference: Barry Caland, Facilities Manager 807-766-4215 barry.caland@tbdssab.ca

Transit Shed #2 Roof Replacement and Solar Panel Installation for TBPA - 2013

JML Engineering was retained by the Thunder Bay Port Authority to provide conceptual and detailed design, tendering, and contract administration services for the re-roofing of Transit Shed No. 2 at Keefer Terminal in Thunder Bay.

This 11,000 square metre storage facility required a reliable, weathertight roofing solution so that Port Authority tenants could acquire protected short and long-term product storage inside the building. The scope of work included a structural analysis of the roof, the removal of an existing built-up roofing system, spot repairs to localized areas of substandard substrate, the provision of a new fully adhered EPDM roofing system complete with new flashing, edge details, penetration sleeves, cap flashings, scuppers and downspouts, and an extensive solar panel array system.



The final roofing construction cost was approximately \$825,000.00.

Reference: Guy Jarvis, Harbour Master and Director of Engineering 807-345-6400 guy@tbport.on.ca

Roof Replacement of the Ontario Native Women's Association's (ONWA) Office for Profor - 2013

JML Engineering was retained by Profor Engineering to provide roof analysis of an existing, multi-profiled roof, conceptual and detailed design, and inspection services for the construction of a new EPDM roofing system complete with culturally coloured flashings for ONWA's business office.

As part of the initial roof assessment, JML staff along with a local roofing contractor, took core samples to determine the construction and assess the condition of the existing roof system. The existing roofing was deemed to be beyond its useful life and needed to be replaced. A new EPDM roofing system, mechanically fastened, was installed. Traditional coloured prefinished edge flashing was provided at each of the roof's four peaks to symbolize the colours of the medicine wheel. JML provided certified detailed design drawings and specifications suitable for tendering. During construction, JML provided regular site inspections with reports and close-out services upon completion.



Final construction cost was approximately \$ 175,000.00.

Reference: Betty Kennedy, Executive Director 807-623-3442

Other Related Projects

JML Engineering has been fortunate to participate in a variety of roofing replacement projects over our 20 year history. The following is an overview of some of our relevant roofing experience.

- Multiple EPDM roofing replacement projects for the Lakehead District School Board, including the Victoria Park Adult Education Centre, Hammarskjold High School, Westgate High School, and Five Mile School
- New standing seam metal roof for the Fort William Baptist Church Congregation
- Roofing replacement over four classrooms at Nipigon Red Rock District High School for SGDSB
- New High School structure and EPDM roof (Robert Moore High School) in Fort Frances with EBHW Architecture for the Rainy River District School Board
- New EPDM roofing system for the Ontario Native Women's Association
- Roof beam replacement at the MacGregor Recreation Centre for the Municipality of Shuniah
- New EPDM roofing system for Loading Shed #1 and Entrance Building for the Thunder Bay Port Authority at Keefer Terminal
- Roofing assessments at 21 schools for the TBCDSB

With over 30 years of experience in civil and structural design and contract administration. Prior to starting his own engineering practice in the spring of 1998 (JML Engineering Ltd.), Mr. Lorenowich was senior project engineer for 12 years at AGRA Monenco Inc. (formerly C.D. Howe Central Ltd.), and junior engineer for Andron Engineering Ltd. and R. V. Anderson & Associated Ltd.

Mr. Lorenowich has a diversified background in the marine, industrial, commercial/institutional and municipal fields. He has provided conceptual, detailed design and contract administration services for a variety of small and large capital projects across Northwestern Ontario and throughout Canada. He has also designed and reviewed civil components for projects overseas. Having worked for consulting engineering firms his entire career, Mr. Lorenowich possesses a strong background in total project management.

Areas of Expertise

- Senior Project Manager
- Senior Civil Structural Design
- Industrial Facilities
- QVE Bridge Inspections
- Feasibility Studies
- Bridges, Buildings, Wharfs

Education and Professional Development

Bachelor of Applied Science in Civil Engineering

University of Waterloo, 1983

Professional Status

Professional Engineers of Ontario

Engineers Geoscientists Manitoba

Association of Professional Engineers and Geoscientists of Alberta

Northwest Territories and Nunavut Association of Professional Engineers and Geoscientists

Professional Experience

Buildings

- 2017 – Project Engineer for repairs to collapsed column at Bayview Towers Parking Structure Project Value \$ 2,000,000.
- 2014 - Project Engineer for Roof Assessment Longlac Sports Complex for the Municipality of Greenstone in Longlac, ON.
- 2015 - Project Engineer for Structural Assessment Glengowan Place Parkade for Northwestern Property Management in Thunder Bay, ON. Project value \$ 500,000.
- 2015 - Project Engineer for Roof Assessment for the Fort William Baptist Church, Thunder Bay, ON.
- 2015 - Project Engineer for Main Entrance Canopy Assessment Brookside Manor for Northwestern Property Management, Thunder Bay, ON.

-
- 2014 - Project Engineer for Structural Assessment of Grain Elevator Buildings at the Thunder Bay Facility for Parrish & Heimbecker Limited, Thunder Bay, ON.
 - 2012 - Project Engineer for Structural Assessment of Malthouse and Grain Elevator Buildings at the Thunder Bay Facility for Canada Malting Co. Limited.
 - 2010 - Project Manager for Building Condition Report Rainy River Border Crossing for SNC Lavalin O&M in Rainy River, ON.
 - 2010 - Project Manager for Building Condition Report Pigeon River Border Crossing for SNC Lavalin O&M, Hwy 61 near Thunder Bay, ON.
 - 2009 - Project Engineer for Atikokan Industrial Mall Building Condition Assessment for Osisko Hammond Reef Gold in Atikokan, ON.
 - 2009 - Project Manager for Trenz Hair Studio located at 1119 Waterford Street, Thunder Bay, ON.
 - 2009 - Roof Assessment and report for 21 Buildings with the Thunder Bay Catholic District School Board in Thunder Bay, ON.
 - 2002 - Inspection and Report for Arena Inspections at Four Facilities for the Municipality of Greenstone.
 - 2008 - Inspection and Report for Brick Repairs at Schreiber Public School for Superior Greenstone District School Board.
 - 2010 - Project manager for design of renovations at the Dryden Recreation Complex. Construction estimate \$ 10,000,000.
 - 2009 - Project Manager for design team for Renovations at GM Dealership Madsen Motors in Sioux Lookout, ON. Project value \$ 2,200,000.
 - 2009 - Structural inspection and Report for of the Finlandia Club in Thunder Bay, ON.
 - 2009 - Inspection and report for Roof Assessment at Players Sports Bar for Holmes Roofing & Sheet Metal in Thunder Bay, ON.
 - 2008 - Project Engineer for re-roofing at Nor'wester View School with Lakehead Public Schools. Project value \$ 600,000.
 - 2008 - Project Engineer for new garage with loft for Herb Cordiero.
 - 1995 - Senior structural designer for the press building and seed cleaning building of the \$32,000,000 canola facility at St. Agathe, Manitoba for Canadian Agra.
 - 1994 - Conceptual design of a \$10,000,000 dock and gallery system for a new cement plant in the Gaspé Peninsula for the Cartier Group.
 - 1994 - Structural design for transfer upgrade at Sifto Salt Mines in Goderich, Ontario. Project value \$2,800,000.
 - 1992 - Senior structural designer for various projects in the \$16,000,000 plant expansion and improvements at Canada Malting Co. Limited in Thunder Bay.
 - 1994 - Senior structural designer for the \$2,000,000 storage shed at Goderich, Ontario for Canadian Agra.
 - 1992 - Structural design for \$ 3,500,000 trackshed improvements at Churchill, Manitoba
 - 1989 - Structural design for the \$6,000,000 container unloader facility in Vancouver, B.C.
 - 1988 - Structural design and site inspection for \$4,000,000 heat exchanger building at

Canada Malting Co. Limited in Thunder Bay.

- 1986 - Structural design for control room and yard lockerroom buildings at Provincial Papers in Thunder Bay. Project value \$700,000.
- Structural design for pre-engineered domes, bag storage building and truck scale in Nigeria for the Nigerian Grains Board.
- Structural design of new airport buildings for the Ministry of Transportation; Keewaywin, Lansdowne House, Sandy Lake, Wunnimin Lake and Pikangikum.
- Project engineer and structural design for a \$1,000,000 fleet management facility for the Ministry of Natural Resources and Ministry of Government Services.
- Structural design of a \$650,000 maintenance building at Ontario Hydro's Ear Falls operation for Kuch & Stephenson Architects.
- Project engineer, structural design and contract administration of a \$2,000,000 maintenance building for Canada Malting Co. Limited.
- Project Engineer, structural design and contract administration / site inspection of a \$300,000 Aircrew Building at Red Lake Airport for the Ministry of Natural Resources.
- Aircraft hangar building in Pickle Lake.
- Detailed design, contract administration and site inspection of tank farm foundation at Neste Resins in Thunder Bay.
- Replacement of floor beams at water softener floor for Norampac at Red Rock.
- Certification of timber roof beam repairs inside the Pulper Room at Provincial Papers in Thunder Bay.
- Dryden Recreation Complex roof replacement for the City of Dryden.
- Structural evaluation and remedial repairs to the Fort Frances Five Mile Wharf for Public Works & Government Services Canada.
- Detailed design and site inspection for a warehouse entrance enclosure at the GOCB at the Pigeon River Border Crossing for BLJC.
- Structural design for a paper tester laboratory building expansion at Bowater in Thunder Bay.
- Detailed design of building foundation for new Petro-Canada site in Dryden for Bur-Met Construction Ltd.
- Five year arena inspection at the Port Arthur Curling Club.
- Structural analysis of the Turbine Building, Heat Recovery and Old Brown Stock roofs at Marathon Pulp Inc.
- Assessment of fall arrest system inside the Nanatorium at the Canada Games Complex for the City of Thunder Bay.
- Detailed design of new Shift Maintenance Office at Bowater in Thunder Bay.
- Structural design for the conversion of old theatre building into high-tech nightclub called Warp 9 in Fort Frances, Ontario.
- Detailed design and contract administration for the conversion of interpretation area into a banquet hall in the middle of the Visitor's Centre at Old Fort William, Thunder Bay.
- Detailed design of renovations to Costuming Area inside the Administration Building at

Old Fort William in Thunder Bay.

- Detailed design of renovations to the Cantine Building at Old Fort William in Thunder Bay.
- Detailed design of renovations to Building 37 at Old Fort William in Thunder Bay.
- Detailed design of remedial repairs to the Fort Frances wharf for Public Works & Government Services Canada.
- Detailed design of modifications to the Dryden Golf and Curling Club banquet hall and outdoor viewing area for Burmet Contracting Limited.
- Structural review and miscellaneous structural designs to complete the latter stages of a \$62,000,000 improvement project at the West Block of Parliament Hill.
- Structural review and certification of office and truck receiving buildings at Nesbitt grain facility in Manitoba.
- Project engineer for feasibility study and detailed design of repairs to Dryden Government Dock for Public Works & Government Services.
- Roof system evaluation at all the buildings on the Canada Malting Co. Limited Thunder Bay facility.
- Arena inspections for the Port Arthur Curling Club, Manitouwadge Complex, Red Lake Arena, Atikokan Arena, Atikokan Swimming Complex, Atikokan Golf and Country Club, Upsala Recreation Centre, and Nakina Community Centre.
- Project engineer and contract administrator for a work/training centre at Lac La Croix for the Ministry of Natural Resources.
- Feasibility study for stabilizing the foundation and roof structure at the Fort William Gardens for the City of Thunder Bay.
- Structural evaluation, detailed design, and contract administration of \$150,000 foundation repairs to Academy Towers parking structure for Northwestern Property Management.
- Project administrator for a \$2,200,000 building renovation program at Old Fort William. The program consisted of eight projects with design briefs, detailed design, tenders and construction performed by numerous sub-consultants and contractors.
- Project engineer for the design of the Armstrong Patrol Garage for the Ministry of Transportation.
- Structural design of a 6400 sq. ft. greenhouse headerhouse in Dryden for the Ministry of Natural Resources.

George McKay has nearly 16 years of experience in detailed design and project management of industrial, institutional and civil infrastructure projects. Mr. McKay has project management experience involving projects entailing: structural design, evaluation and condition assessment of existing structures, foundation design and evaluation, formwork/falsework design, storm water management/site drainage, septic field design, demolition of structures, bridge inspection and evaluation, oil containment, roofing, fall arrest and life safety. George also has experience in the use of S-Frame and RISA 3D for the design and evaluation of structures.

Areas of Expertise

- Total Project Management
- QVE for Bridges
- Computer modelling of structures/hydrology
- Report Writing
- Structural and Civil Design
- Site Inspections

Education and Professional Development

Bachelor of Engineering, Civil
Civil Engineering Technology Diploma

Lakehead University, 2003
Lakehead University, 2001

Professional Status

Professional Engineers of Ontario
Association of Professional Engineers, Geologists and Geophysicists of Alberta
Association of Professional engineers and Geoscientists of Saskatchewan
Association of Professional Engineers and Geoscientists of Manitoba
Professional Engineers and Geoscientists of the Province of British Columbia

Professional Experience

- Project Engineer for the roofing replacement at CD Howe Public School for Lakehead Public Schools.
 - Project Engineer for the roofing replacement at Ecole Gron Morgan for Lakehead Public Schools.
 - Project Engineer for the Municipal Water Booster Station for the City of Thunder Bay.
 - Project Engineer for the Dryden Arena renovation for the City of Dryden.
 - Project Engineer for the Holy Cross School Addition for Habib Architects.
 - Project Engineer for the St. Ignatius High School Addition for Habib Architects.
 - Project Engineer for the HMCS Griffon Roof Failure for National Defense Canada.
 - Project Engineer for the Demolition of Port Arthur General Hospital for Taranis Contracting Group.
 - Project Engineer for the Robert Moore School in Fort Frances, Ontario for EBHW Architecture.
 - Project Engineer for the design and site inspection of footings, piers and structural steel for 30,000 square foot 3-story Northern Ontario School of Medicine office
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- building on the Lakehead University Campus.
 - Project Engineer for the New Parking Lot at Superior CVI for Lakehead Public Schools.
 - Project Engineer for Drainage Improvements at the Thunder Bay District Jail for CBRE (Infrastructure Ontario).
 - Designer for Roadways Renewal Project at the Thunder Bay District Jail for the CBRE (Infrastructure Ontario).
 - Designer for a New Turning Circle at McIvor Court for Thunder Bay District Housing.
 - Structural inspection/evaluation of the Kakabeka Falls GS Surge Tank Inspection for Ontario Power Generation.
 - Inspector for the Sluice Deck Inspection and Evaluation at the Caribou Falls Generating Station for Ontario Power Generation.
 - Project Engineer for the Flotation and Drying Area Column Repairs for the Mosaic Company (Esterhazy).
 - Project Engineer for the Vent House Cable Trestle for The Mosaic Company (Esterhazy).
 - Project Engineer for Turbine Roof Strengthening for the Marathon Pulp Inc.
 - Inspector for the 2012, 2013 and 2014 inspections of Headframe, Mill Building, Product Storage Bins and Galleries for the Mechanical Integrity Group at K1 Facility.
 - Project Engineer for the Transformer Oil Containment Systems at the Pine Portage and Silver Falls Generating Stations for Ontario Power Generation.
 - Project Engineer for the #2 Loadout Floor and Hatch Structure for The Mosaic Company (Esterhazy).
 - Report preparation for the Life Safety Upgrades at the Kakabeka Falls and Aguasabon Generating Stations for Ontario Power Generation.
 - Project Engineer for the structural inspection of the Bowater Sawmill Crane for Bowater Sawmill in Thunder Bay.
 - Project Engineer for the Shaft Galloway Peer Review at Pinawa Mine in Manitoba for Nordmin Engineering.
 - Project Engineer for the structural design and certification of Various Hatches, Platforms & Ladders at Beck #2, DeCew #1 and DeCew #2 Generating Stations, St. Catherines and Niagara Falls, Ontario for Ontario Power Generation.