



Social Services | Services Sociaux
Zhawenimi-Anokiitaagewin
Sault Ste. Marie District

Sault Ste. Marie Housing Corporation

District of Sault Ste. Marie Social Services Administration Board

Conseil d'Administration des Services du District Sault Ste. Marie
Zhawenimi-Anokiitaagewin

REGULAR MEETING AGENDA

Sault Ste. Marie Housing Corporation
Thursday, September 19, 2024 at 4:30 PM
548 Albert Street, Sault Ste. Marie

1. CALL TO ORDER

2. LAND ACKNOWLEDGEMENT

I acknowledge, with respect, that we are in Robinson-Huron Treaty territory, that the land on which we are gathered is the traditional territory of the Anishinaabe and known as Bawating. Bawating is the home of Garden River First Nation, Batchewana First Nation, and the Historic Sault Ste. Marie Metis Council.

3. APPROVAL OF AGENDA

Resolution #24-064

Moved By: M. Bruni

Seconded By: A.Caputo

- 3.1 “**BE IT RESOLVED THAT** the Agenda for the **September 19, 2024** Sault Ste. Marie Housing Corporation Board meeting be approved as presented.”

4. DECLARATIONS OF PECUNIARY INTEREST

5. MANAGERS REPORTS

6. INFRASTRUCTURE

Resolution #24-065

Moved By: E. Palumbo

Seconded By: L. Vezeau-Allen

- 6.1 **“BE IT RESOLVED THAT** the Sault Ste. Marie Housing Corporation (SSMHC) award tender PTC 2024-03 for the replacement of the Make-Up Air System and Hot Water Tank at 393 Dovercourt Rd. to the lowest all-inclusive bid submitted by S&T Electrical Contractors Ltd. for \$295,211.37.”

Resolution #24-066

Moved By: R. Zagordo

Seconded By: S. Spina

- 6.2 **“BE IT RESOLVED THAT** the Sault Ste. Marie Housing Corporation (SSMHC) enter into a closed session for the following purposes: to address a personal matter about an identifiable individual, including employees of the Board; to discuss the security of the property of the District of Sault Ste. Marie Social Services Administration Board (DSSAB); and to consider a pending or proposed acquisition of land.”

Resolution #24-067

Moved By: M. Bruni

Seconded By: A. Caputo

- 6.3 **“BE IT RESOLVED THAT** the Sault Ste. Marie Housing Corporation (SSMHC) now return to an open session.”

7. NEW BUSINESS

8. ADJOURNMENT

Resolution #24-068

Moved By: E. Palumbo

Seconded By: L. Vezeau-Allen

- 8.1 **“BE IT RESOLVED THAT** we do now adjourn”



SAULT STE. MARIE HOUSING CORPORATION

BOARD REPORT

AUTHOR: Jeff Barban

DATE: September 19, 2024

RE: PTC 2024-03 – Make-Up Air Upgrades and Hot Water Tank Replacement
393 Dovercourt Rd.

RECOMMENDATION

It is recommended the Sault Ste. Marie Housing Corporation (SSMHC) award the tender for the replacement of the Make-Up Air System and Hot Water Tank at 393 Dovercourt Rd. to the lowest all-inclusive bid submitted by S&T Electrical Contractors Ltd. for \$295,211.37.

BACKGROUND INFORMATION

The SSMHC requested bids for tender work for the replacement of two (2) Make-Up Air units (MUA) located in the attics of the East and South Wings of the building. Each of the existing electric MUA units have been operating since 1986 well beyond their life expectancy. The MUA units with access only through a small attic hatch located in the hallway continue to present a costly maintenance concern as many of the parts required in the event of the break down cannot fit through the attic hatch opening. The MUA units' supply electrically heated fresh air to each hallway with minimum pressurization. In addition to this work one of the gas domestic hot water tanks began to leak at the start of preparing the tender and was added to the scope of work. The other domestic hot water tank was replaced early in 2024.

The new design for the MUA units has each of the units located outside at ground level at the back of each wing of the building. This location will allow for easy access for filter changes and maintenance reducing maintenance costs. MGP Architects & Engineer Inc., provided a report outlining the feasibility and implications of replacing a 38-year-old electric makeup air unit, which lacks cooling capabilities, with a modern outdoor 90% efficiency, natural gas-fired makeup air unit that includes dehumidification functions. The following are highlights from the report:

1. Energy Efficiency** | Existing unit has a lower efficiency, leading to higher operational costs. The newer proposed High efficiency (90%) unit will reduce energy costs.

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2. Cooling Capability** | Existing unit has none, resulting in discomfort in summer for seniors. The new unit offers dehumidification, enhancing comfort levels in various weather conditions.
3. Environmental Impact** | Existing unit has a higher carbon footprint due to reliance on electricity, which may be sourced from non-renewable resources. While the newer unit has a more efficient use of energy and potentially lower greenhouse gas emissions per unit of heating delivered.
4. Initial Costs | Current unit has minimal upfront costs, but high long-term utility bills. The new unit has a higher initial investment with expected long-term savings due to lower energy expenses.
5. Maintenance Requirements** | Older technology may lead to frequent repairs and replacements. The new unit with a modern design usually requires less frequent maintenance and repairs.
6. Installation Feasibility** | Installation challenges due to age and condition of existing system. The new unit will require proper venting and gas service installation, but standard in new constructions.
7. Disruption During Installation** | Minimal disruption with existing electric unit remaining operational during replacement. Potential disruption during installation, possibly requiring temporary shutdown of existing unit.

MGP further states that while the existing electric makeup air unit presents a lower initial financial barrier, its inefficiency and lack of cooling capabilities result in higher operating costs and diminished air quality and comfort. In contrast, the proposed 90% efficient natural gas-fired makeup air unit offers enhanced efficiency, better controls, better air distribution, cooling and dehumidification features, and potentially lower environmental impact. Despite the higher initial costs and installation considerations, the long-term benefits and operational efficiencies make it a compelling choice for replacement.

Another advantaged not mentioned in MGPs' report is that the new MUA units will provide increased air flow in the hallways. This will result in more air infiltration into each apartment reducing the demand from the electrical baseboards throughout the apartment.

The funding for this project is provided Canada Ontario Community Housing Initiative Year 6 (COCHI) Repair Component:

Support for social housing providers, including Local Housing Corporations, could take the form of repair and renovation funding. Service Managers may utilize COCHI funding for strategic capital repairs which preserve and extend the functional lifespan of the social

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housing supply, such as investments based on capital needs identified in current building condition audits. Eligible work could include:

- Replacing and/or repairing core building systems, and sub-systems (e.g., heating and/or cooling, leaking roof systems, water issues, structural repairs, etc.)
- Carrying out health and safety repairs (e.g., accessibility renovations)

Housing providers/projects that receive funding under the COCHI Repair Component must remain affordable for a ten-year period after the completion of the funded retrofit work, including a minimum of five (5) years during which it will operate as social housing or as Part VII.1 housing projects under the Housing Services Act, 2011. This requirement applies regardless of any operating agreements or mortgage obligations or agreements between a Service Manager and an eligible housing provider.

SUMMARY/OVERVIEW

The Scope of Work for RFP 2024-03 includes:

The successful contractor is required to complete the following work:

- Remove existing MUA units and one Gas Fired Hot Water tank.
- Installation of one gas hot water tank and two energy efficient gas MUA units complete with all required duct work and building management system.

The following tender submissions were received and opened as per the SSMHC purchasing policy:

RFP 2024-01 Summary of Tender Submissions		
Bid	Submitted By	Tender Submissions Including Non-Recoverable Tax
1	Henderson Metal	\$248,169.24
2	S&T Electrical Contractors Ltd.	\$265,846.98

Upon review of submissions by the evaluation committee it was noted that the tender submission received from Henderson Metal was incomplete and did not meet the mandatory submission requirements. Upon legal review the tender was disqualified.

S&T has completed several heating and ventilating projects within the SSMHC and most recently the new boiler and fire safety system upgrade at 235 Wellington St. W occupied by Pauline's Place without issue.

STRATEGIC PLAN IMPACT

This RFP through to the construction process will impact the strategic plan in the area of Service Delivery.

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FINANCIAL IMPLICATIONS

The cost for this tendered work will be \$265,846.98 funded through the Canada Ontario Community Housing Initiative 2024/25. Repair projects do not require a cost match and are funded to 100% of costs including non-recoverable tax.

CONCLUSION

The Infrastructure and Asset Manager and tender review committee along with MGP Architects & Engineer Inc. have reviewed the proposals to ensure all the requirements have been met and have no issues with awarding the contract to S&T Electrical Contractors Ltd. The installation of this equipment will ensure continuous energy efficient operation of the hallway heat and hot water supply while reducing overall operating cost for the building.

Respectfully submitted,

Approved by:



Jeff Barban
Director of Infrastructure

Mike Nadeau
Chief Executive Officer