



FOR INFORMATION

To: Directors of Housing York Inc. Board
Meeting Date: 4/16/2026
From: Jody DeGagne
General Manager, Housing York Inc.
Re: **Quarterly Contract Awards January 1 to March 31, 2026**

This memorandum highlights Housing York Inc. (HYI) activities for award of any contract under Sections 7.6, 7.7, 7.12, and 7.13 of [Purchasing Bylaw No.1-18, as amended](#) (Purchasing Bylaw) for the period January 1 to March 31, 2026.

This memorandum advises the HYI Board of Directors (Board) of all contracts awarded by the General Manager or President from January 1 to March 31, 2026, as required under Sections 7.9 and 7.15 of the Purchasing Bylaw.

Purchasing Bylaw requires quarterly reporting to the Board on contracts awarded pursuant to a call for bids

The Purchasing Bylaw requires a Request for Proposal or Request for Tender for the purchase of goods and services exceeding \$133,800.

The General Manager has authority to award contracts provided the:

- Request for Tender award is made to the lowest price-compliant bidder and the total cost does not exceed \$500,000
- Request for Proposal award total cost does not exceed \$500,000

The President has authority to award contracts provided the:

- Request for Tender award is made to the lowest cost-compliant bidder and the total cost does not exceed \$1,000,000
- Request for Proposal award total cost does not exceed \$1,000,000

Four contracts were awarded by the General Manager in accordance with Purchasing Bylaw

Table 1 provides the contracts awarded by the General Manager from January 1 to March 31, 2026. For details, refer to Appendix A.

Table 1
General Manager Contract Awards
January 1 to March 31, 2026

Contract Description	Total Value (\$)
RFTC-2749-25 – Boiler, Make-up Air Unit and Electrical Upgrades at Sutton Youth Shelter, Town of Georgina	\$298,607
RFTC-2944-25 – Roof Replacement at Blue Willow Terrace, City of Vaughan	\$288,950
RFTC-2943-25 – Roof Replacement at Glenwood Mews, Town of Georgina	\$180,220
RFT-2416-25 – Generator Inspection, Maintenance and On-Demand Services at Housing York Inc. Properties	\$129,277
Total	\$897,054

There were no contracts awarded by the President in accordance with the Purchasing Bylaw.

All contracts included in this report were awarded in accordance with the Purchasing Bylaw and have sufficient capital and operating funding

Table 2 shows a summary of all awards reported in this memorandum.

Table 2
Summary of Awards

Awarded by	Number of Awards	Total Value (\$)
General Manager (Contracts up to \$500,000)	4	\$897,054
Total		\$897,054

For more information on this memo, please contact Jody DeGagne, General Manager, Housing York Inc., at 1-877-464-9675 ext. 72088. Accessible formats or communication supports are available upon request.



Jody DeGagne
General Manager, Housing York Inc.



Lisa Gonsalves
President, Housing York Inc.

March 27, 2026
#17134054

Appendix A - Details of General Manager Awards

Details of General Manager Awards

Contract Description		
<p>RFTC-2749-25 – Boiler, Make-up Air Unit (MAU) and Electrical Upgrades at Sutton Youth Shelter, Town of Georgina</p> <p>The building was constructed in 1976. The boiler was last replaced in 2005 and has a life expectancy of 25 years. Maintenance costs for the boiler have increased substantially year over year.</p> <p>The MAU was last replaced in 2011 and has a life expectancy of 20 years. The existing MAU has been failing frequently and requiring constant maintenance.</p> <p>The electrical distribution system is original and has a life expectancy of 40 years.</p>	Number of Bids	6
	Vendor	LCD Mechanical Inc.
	Budget Estimate	\$313,000
	Bid Amount	\$298,607
	Tender Released	October 27, 2025
	Tender Closed	December 2, 2025
	Contract Period	160 Working Days
Contract Description		
<p>RFTC-2944-25 – Roof Replacement at Blue Willow Terrace, City of Vaughan</p> <p>The building was constructed in 2006 consisting of 60 seniors' units. The roof is original to the building and has a life expectancy of 20 years.</p> <p>Localized roof repairs were completed in 2015.</p> <p>The scope of work includes the replacement of the roof located on the main roof as well as the terrace roofs located on the top floor.</p>	Number of Bids	17
	Vendor	Proteck Roofing & Sheet Metal Inc.
	Budget Estimate	\$400,000
	Bid Amount	\$288,950
	Tender Released	October 21, 2025
	Tender Closed	November 21, 2025
	Contract Period	60 Working Days

Contract Description

<p>RFTC-2943-25 – Roof Replacement at Glenwood Mews, Town of Georgina</p> <p>Glenwood Mews is a 64-unit family townhouse community. The buildings have sloped roofs with 3-tab asphalt shingles. The shingles were last replaced in 2006 and have a life expectancy of 20 years.</p> <p>Localized shingle deterioration and patch repairs were observed, and the eavestroughs are in fair to poor condition with drainage issues in select areas. Roofs and eavestroughs for Units 12–22 and 33–36 were replaced in 2019 and are excluded from this project.</p> <p>The scope of work includes the full removal and replacement of shingles and eavestroughs for all remaining townhouse blocks.</p>	Number of Bids	12
	Vendor	iTech Roofing Inc.
	Budget Estimate	\$240,000
	Bid Amount	\$180,220
	Tender Released	December 15, 2025
	Tender Closed	February 2, 2026
	Contract Period	120 Working Days

Contract Description

<p>RFT-2416-25 Generator Inspection, Maintenance and On-Demand Services at Housing York Inc. Properties</p> <p>Generator inspections, preventive maintenance and on demand services for natural gas, diesel and portable generators.</p>	Number of Bids	6
	Vendor	JTS Mechanical Systems Inc.
	Budget Estimate	\$150,000
	Bid Amount	\$129,277
	Tender Released	September 8, 2025
	Tender Closed	October 27, 2025
	Contract Period	5-year term: 2-year initial term with three optional 1-year renewals