



CITY OF KINGSTON
REPORT TO COUNCIL

Report No.: 10-265

TO: Mayor and Council

FROM: Denis Leger, Commissioner of Transportation, Properties and Emergency Services

RESOURCE STAFF: Speros Kanellos, Director, Real Estate & Construction Services
John Johnson, Manager, Facilities

DATE OF MEETING: August 24, 2010

SUBJECT: Award of RFP No. F31-TPES-RC-FM-2010-3
Supply New Boiler System for City Hall

EXECUTIVE SUMMARY:

The purpose of this report is to seek Council approval to award an RFP for the purchase of a boiler system for City Hall. Council approval is required as only two bids were submitted for supply of the boiler system.

The weighted evaluation criteria against which the proposals were assessed were contained within the RFP. The joint evaluation team was comprised of City Facilities Management staff.

All costs associated with the purchasing of the equipment have been previously budgeted and approved by Council.

RECOMMENDATION:

THAT the RFP No. F31-TPES-RC-FM-2010-3 for the purchase of a new boiler system for City Hall be awarded to Bardon Supplies Limited for the purchase price of \$679,238 plus applicable taxes.

AUTHORIZING SIGNATURES:

<u>ORIGINAL SIGNED BY COMMISSIONER</u> Denis Leger, Commissioner, Transportation, Properties & Emergency Services
<u>ORIGINAL SIGNED BY CHIEF ADMINISTRATIVE OFFICER</u> Gerard Hunt, Chief Administrative Officer

CONSULTATION WITH THE FOLLOWING COMMISSIONERS:

Cynthia Beach, <i>Growth & Sustainability</i>	N/R
Terry Willing, <i>Community Services</i>	N/R
Denis Leger, <i>Transportation, Properties & Emergency Services</i>	N/R
Jim Keech, President, <i>Utilities Kingston</i>	N/R

(N/R indicates consultation not required)

OPTIONS/DISCUSSION:

The current City Hall heating system is comprised of two boilers which were installed during the 1972 renovations with an energy efficiency of approximately 60%. The suggested replacement system will provide reliability through updated technology while increasing operational efficiency of the system to approximately 95%.

A Request for Proposals (RFP), was issued to supply equipment only. City trades staff from the Facilities Management Division will be completing the installation of the boiler.

A RFP to supply a new boiler system closed on July 21, 2010. Two proposals were received. The submissions were evaluated by an evaluation team consisting of Facilities Management staff on the following evaluation criteria, which were contained within the RFP.

Company Profile and References	20%
Financial Component	75%
Ontarians with Disabilities Act	5%

The submissions were ranked in the following order:

Ranking	Proponent	Evaluation Score (out of 100)	Equipment Costs
1	Bardon Supplies Ltd.	95	\$69,238
2	Wolsely Mechanical Ltd.	85	\$71,805

Bardon Supplies Limited submitted the lowest price and highest scoring proposal.

It is recommended that the purchase order to supply a new boiler system should be offered to Bardon Supplies Ltd.

EXISTING POLICY/BY LAW:

By-law No. 2000-134, Purchasing By-law, as amended.

NOTICE PROVISIONS: N/A

ACCESSIBILITY CONSIDERATIONS: N/A

FINANCIAL CONSIDERATIONS:

Sufficient funds exist in the department capital budget which was approved by Council.

CONTACTS:

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OTHER CITY OF KINGSTON STAFF CONSULTED:

Alan McLeod, Senior Legal Counsel
Stephen Dickey, Manager, Accounting Services

EXHIBITS ATTACHED: N/A