



CITY OF KINGSTON
INFORMATION REPORT TO COUNCIL

Report No.: 12-287

TO: Mayor and Members of Council

FROM: Desirée Kennedy, City Treasurer

RESOURCE STAFF: Janis Morrison, Purchasing Coordinator

DATE OF MEETING: September 18, 2012

SUBJECT: Tender and Contract Awards Subject to the Established Criteria for Delegation of Authority for the Month of July 2012

EXECUTIVE SUMMARY:

This information report is to:

1. Advise Council of tenders/RFPs approved and contracts awarded greater than \$50,000 that meet the established criteria of delegated authority for the month of July 2012.
2. Report additional information on contracts awarded by senior staff between the \$20,000 and \$50,000 level for the month of July 2012.
3. Report time-sensitive procurements subject to the provisions of the Purchasing by-law.

RECOMMENDATION:

This report is for information purposes only.

AUTHORIZING SIGNATURES:

ORIGINAL SIGNED BY DIRECTOR OF FINANCIAL SERVICES Desirée Kennedy, City Treasurer
ORIGINAL SIGNED BY CHIEF ADMINISTRATIVE OFFICER Gerard Hunt, Chief Administrative Officer

CONSULTATION WITH THE FOLLOWING COMMISSIONERS:

Cynthia Beach, <i>Sustainability & Growth</i>	√
Lanie Hurdle, <i>Community Services</i>	√
Denis Leger, <i>Transportation, Properties & Emergency Services</i>	√
Jim Keech, <i>President and CEO, Utilities Kingston</i>	√

(N/R indicates consultation not required)

OPTIONS/DISCUSSION:

In accordance with the reporting requirements of the purchasing by-law, Exhibit A to this report provides information on tenders/RFPs approved and contracts awarded greater than \$50,000 that meet the established criteria of delegated authority for the month of July 2012. Under Section 3.4 of the purchasing by-law, Council has approved the delegation of authority to approve tender and award contracts greater than \$50,000 to the city commissioners or designate, when all of the following conditions have been satisfied:

- there is sufficient approved budget;
- all procedures for the establishment of prices in by-law 2000-134 as amended, have been followed;
- the lowest tender is accepted;
- at least three tenders have been received.

The purchasing by-law requires that all awards and contracts in excess of \$50,000 not meeting these provisions are the subject of separate reports to Council for award purposes.

As directed by Council motion, Exhibit B provides additional information on contracts awarded by senior staff between the \$20,000 and \$50,000 level for the same period. Exhibit C provides additional information on time sensitive procurement awarded during this reporting period.

Section 3.1(iv) of the purchasing by-law identifies the annual budget as financial approval to proceed with a purchase. There is no authority to make purchases that are not within budget parameters. In addition, Council receives budget variance reports on a quarterly basis including quarterly budget works-in-progress reports that provide an update on the status of capital works.

July 2012 procurement activities that are not included in this report are as follows:

- value of the purchase, if less than \$20,000;
- tenders closing in this time frame that were approved separately by Council at previous Council meetings.

EXISTING POLICY/BY LAW:

By-law 2000-134 "A By-law to Establish Purchasing Policies and Procedures for the City of Kingston", as amended.

NOTICE PROVISIONS:

There are no notice requirements under the *Municipal Act, 2001* for this report.

ACCESSIBILITY CONSIDERATIONS:

The *Ontario Disabilities Act* is a consideration and forms part of the evaluation criteria of all Requests for Proposals administered by the City of Kingston.

FINANCIAL CONSIDERATIONS:

There are no financial implications to be considered in this report.

CONTACTS:

Stephen Dickey, Deputy Treasurer, Financial Services	Ext. 2370
Janis Morrison, Purchasing Coordinator, Financial Services	Ext. 2229

OTHER CITY OF KINGSTON STAFF CONSULTED:

Neal Unsworth, Manager, Parks Development
Fire Chief Harold Tulk, Fire & Rescue
Peter Huigenbos, Acting Director, Real Estate and Construction
John Giles, Manager Solid Waste
Damon Wells, Director, Public Works

EXHIBITS ATTACHED:

Exhibit A: Tender/RFP/Contract Summary July2012
Exhibit B: Signed Contract Summary (\$20,000 - \$50,000)July2012
Exhibit C: Signed Contract Summary (Time Sensitive Procurement) July 2012

TENDER/ RFP/ CONTRACT SUMMARY – July 2012 Awards

Renovations to Fire Station No. 10	
Closing Date: June 20, 2012	RFP No. F31-TPES-F&R-2012-4
Supplier/Service Provider	Total Price (Excluding HST)
Bernier Construction	\$ 56,300.00
Anglin Group	\$ 59,530.00
K.B. Homes	\$ 66,360.00
Cupido Construction	\$ 71,997.00
Emmons & Mitchell Construction Limited	\$ 74,429.00
Hamilton Glass	\$ 121,126.00

Demolition 594-598 Montreal St. & 600-602 Montreal St.	
Closing Date: July 4, 2012	RFP No. F31-TPES-RCS-2012-10
Supplier/Service Provider	Total Price (Excluding HST)
Tri-Phase Environmental	\$ 60,825.00
T.A. Andre & Sons Limited	\$ 70,100.00
Lion's Demolition	\$ 71,800.00

Demolition 763-765 Division St.	
Closing Date: July 4, 2012	RFP No. F31-TPES-RCS-2012-11
Supplier/Service Provider	Total Price (Excluding HST)
Lion's Demolition	\$ 37,900.00
T.A. Andre & Sons Limited	\$ 45,800.00
Tri-Phase Environmental	\$ 70,740.00

Sidewalk Snow Plowing East	
Closing Date: July 4, 2012	RFP No. F31-PWS-PW-2012-4
Supplier/Service Provider	Total Price per Occasion (Excluding HST)
Shea Construction	\$ 1,636.92
Astor Construction Group Limited	\$ 2,203.50
Zomer and Son's Landscaping and Contracting Limited	\$ 3,523.91

Sewer, Watermain & Road Reconstruction on Third Ave. & Victoria St.	
Closing Date: July 4, 2012	Tender No. ENG-2012-11
Supplier/Service Provider	Total Price (Excluding HST)
K. Mulrooney Trucking Limited	\$ 1,793,811.00
Taggart Construction	\$ 2,073,752.00
Len Corcoran Excavating Limited	\$ 2,144,595.00
Dig'n Dirt Limited	\$ 2,254,798.55
Gordon Barr Limited	\$ 2,378,807.00

Relocation of Electrical Feeds at the Grand Theatre Kingston	
Closing Date: July 11, 2012	RFP No. F31-TPES-RCS-2012-12
Supplier/Service Provider	Total Price (Excluding HST)
MH Electric	\$ 72,297.00
ES Fox Limited	\$ 104,369.00
1425786 Ontario Incorporated o/a Wylie Electric	\$ 76,420.00

Bur Brook Road Culvert Replacement	
Closing Date: July 11, 2012	Tender No. ENG-2012-12
Supplier/Service Provider	Total Price (Excluding HST)
Cruickshank Construction	\$ 1,019,489.35
Len Corcoran Excavating Limited	\$ 1,034,883.00
K. Mulrooney Trucking Limited	\$ 1,048,010.00
Crains' Construction	\$ 1,126,847.50
Dig'n Dirt Limited	\$ 1,151,491.43
Dalcon Enterprises	\$ 1,177,000.00
Morven Construction	\$ 1,187,093.00
Louis W. Bray Construction	\$ 1,232,599.25
North Key Construction	\$ 1,239,480.21
Gordon Barr Limited	\$ 1,255,889.00

Supply of Curbside Recycling Collection Services	
Closing Date: July 18, 2012	RFP No. F31-PWS-SW-2012-3
Supplier/Service Provider	Total Price (Excluding HST)
BFI Canada Incorporated	\$ 968,220.00
GFL Environmental East Corporation	\$ 1,257,420.00
Canadian Waste Management Incorporated	\$ 1,134,000.00
Waste Management of Canada Corporation	\$ 1,464,000.00
Cruickshank Construction Limited	\$ 1,380,000.00
HGC Management Incorporated	\$ 1,314,000.00

SIGNED CONTRACT SUMMARY (\$20,000-\$50,000) July 2012

Purchase Order Date	Project	Successful Vendor	Value (No Taxes)	Group / Department
July 5, 2012	To repair/replace two side roofs at City Hall as per quote dated June 28, 2012	Amherst Roofing and Sheetmetal Limited	\$ 46,820	Transportation, Properties & Emergency Services
July 10, 2012	To provide services for Vision, Guiding Principles and a Preferred Conceptual Master Plan for Grass Creek Park	Basterfield & Associates	\$ 29,930	Community Services Group
July 13, 2012	To provide Landscape Architectural Design Services for Parks Development Projects	Basterfield & Associates	\$ 49,795	Community Services Group
July 16, 2012	To supply materials and install netting at Garrigan Park	The Hybrid Construction Group Limited	\$ 46,665	Transportation, Properties & Emergency Services

SIGNED CONTRACT SUMMARY(Time Sensitive Procurement)July2012

Date	Project	Successful Vendor	Value(No Taxes)	Group
July 24, 2012	Supply and Install Conveyors at the Kingston Area Recycling Centre	Machinex	\$64,215.00	Public Works Services