



CITY OF KINGSTON
INFORMATION REPORT TO COUNCIL

Report No.: 12-184

TO: Mayor and Members of Council

FROM: Desirée Kennedy, City Treasurer

RESOURCE STAFF: Janis Morrison, Purchasing Coordinator

DATE OF MEETING: June 19, 2012

SUBJECT: Tender and Contract Awards Subject to the
Established Criteria for Delegation of Authority for the
Month of April 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 April 2012.
2. Report additional information on contracts awarded by senior staff between the \$20,000 and \$50,000 level for the month of April 2012.

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>	N/R
Lanie Hurdle, <i>Community Services</i>	N/R
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 April 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, staff also provides additional information on contracts awarded by senior staff between the \$20,000 and \$50,000 level for the reporting month. For the month of April 2012, there were no contracts awarded between the \$20,000 and \$50,000 level.

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 capital works-in-progress reports that provide an update on the status of capital works.

April 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:

Robert Steele, Manager, Fleet

EXHIBITS ATTACHED:

Exhibit A: Tender/RFP/Contract Summary April 2012

TENDER/ RFP/ CONTRACT SUMMARY – April 2012 Awards

Two Recycle Trucks	
Closing Date: April 4, 2012	RFP No. F31-TPES-TS-FL-2012-11
Supplier/Service Provider	Total Price (Including HST)
Walinga Incorporated	\$ 376,902.46
Edwards Ford	\$ 377,058.40
Tallman Trucks	\$ 392,415.21
Joe Johnson/Freightliner	\$ 421,092.24
Joe Johnson W/International	\$ 426,565.96

One Garbage Packer	
Closing Date: April 4, 2012	RFP No. F31-TPES-TS-FL-2012-12
Supplier/Service Provider	Total Price (including HST)
Tallman Trucks W/Fanotech	\$ 217,588.21
Edwards Ford W/Universal	\$ 236,609.57
Tallman Trucks W/Universal	\$ 239,513.74

Four Tandem Axle Plow Trucks	
Closing Date: April 4, 2012	RFP No. F31-TPES-TS-FL-2012-13
Supplier/Service Provider	Total Price (Including HST)
Tallman Trucks W/Alliston	\$ 824,229.23
Tallman Trucks W/Larochelle	\$ 832,507.16
Tallman Trucks W/Viking	\$ 835,660.31
Edwards Ford W/Alliston	\$ 839,255.52
Edwards Ford W/Larochelle	\$ 845,050.16
Edwards Ford W/Viking	\$ 847,748.60
Harper Truck Centre W/Viking	\$ 899,480.00

Sewer, Watermain & Road Reconstruction Earl Street & Area Streets	
Closing Date: April 18, 2012	RFP No. ENG-2012-04
Supplier/Service Provider	Total Price (Excluding HST)
Gordon Barr Limited	\$4,290,455.60
K. Mulrooney Trucking Limited	\$4,398,486.26
Len Corcoran Excavating Limited	\$4,524,871.00
Taggart Construction Limited	\$5,179,776.50
Don Hart Construction	\$5,610,313.11
Dig'N Dirt Construction	\$5,619,831.03