

## **CITY OF VAUGHAN**

### **EXTRACT FROM COUNCIL MEETING MINUTES OF JUNE 28, 2016**

Item 1, Report No. 8, of the Special Finance, Administration and Audit Committee, which was adopted without amendment by the Council of the City of Vaughan on June 28, 2016.

#### **1      TENDERS AWARD REPORT UNDER CONSOLIDATED PROCUREMENT POLICY**

**The Special Finance, Administration and Audit Committee recommends approval of the recommendation contained in the following report of the Chief Financial Officer & City Treasurer and the Director of Procurement Services, dated June 21, 2016:**

##### **Recommendation**

The Chief Financial Officer & City Treasurer and the Director of Procurement Services, in consultation with the Director of Financial Planning and Development Finance & Deputy City Treasurer recommend:

1. That the following report regarding the award of tenders by the Director of Procurement Services under the Authority of the City of Vaughan Consolidated Procurement Policy No. PS-003 section 6.4, be received.

##### **Contribution to Sustainability**

This report is consistent with the priorities previously set by Council in the Green Directions, Vaughan and Community Sustainability Environmental Master Plan.

##### **Economic Impact**

Not applicable

##### **Communications Plan**

Not applicable

##### **Purpose**

The purpose of this staff report is to advise members of Council of those matters dealt with under the Consolidated Procurement Policy No. PS-003 section 6.4.

##### **Background - Analysis and Options**

Consolidated Procurement Policy No. PS-003 section 6.4 provides Director of Procurement Services authority for the award of contracts resulting from a request for tender upon recommendation from a Deputy City Manager, where the total cost of any goods, services or construction exceeds one hundred thousand dollars (\$100,000) but does not exceed three hundred and fifty thousand dollars (\$350,000) and the following criteria have been met:

1. The award is to the lowest priced compliant bidder
2. The award of the contract is within the approved budget
3. The award results from the normal tendering process of the City (i.e. open bidding through advertisements)
4. The term of the contract is for a maximum of 4 years
5. There is no litigation between the successful bidder and the City at the time of award and
6. There are no bidder protests at the time of contract award.

During quarter one of 2016 a total of eight tenders in the amount of \$1,702,118.85 were awarded by the Director of Procurement Services under the above noted delegated authority. Table A provides a department level summary of the number and value of these awards.

**CITY OF VAUGHAN**

**EXTRACT FROM COUNCIL MEETING MINUTES OF JUNE 28, 2016**

Item 1, Special Finance Report No. 8 – Page 2

<b>TABLE A Q1-2016 SUMMARY OF TENDER AWARDS</b>		
<b>DEPARTMENT</b>	<b>NUMBER OF TENDERS</b>	<b>TOTAL VALUE</b>
Transportation Services Parks & Forestry Operations	2	\$447,488.50
Environmental Services	1	\$170,175.00
Parks Development	1	\$236,993.00
Facility Maintenance Services	1	\$264,032.94
ITM	2	\$356,674.41
Infrastructure Delivery	1	\$226,755.00
<b>TOTAL</b>	<b>8</b>	<b>\$1,702,118.85</b>

Below are the details of 2016 Q-1 tender awards:

1. Bid No. T15-585  
 Description: Supply, Delivery and Installation of Desktop Computers  
 Approval: January 27, 2016  
 Contract Award: \$252,621.40 plus H.S.T  
 Contingency: N/A  
 Term: Short term project specific commitment - January 2016 – December 2016  
 Total Bid Received: 3  
 Awarded to: Acrodex  
 Budget A/C #: Capital: IT-3013-16 – available funding \$556,295.00  
 Recommended by: Chief Information Officer
  
2. Bid No. T16-034  
 Description: Supply and Delivery of Annual Flowers  
 Approval: February 23, 2016  
 Contract Award: \$ 78,791.50/yr. (\$157,583.00 plus H.S.T for 2 years)  
 Contingency: \$15,758.00 (excluding taxes)  
 Term: Multi-Year- 2 year firm and 1 year additional optional for extensions  
 Total Bids Received: 1  
 Awarded to: Frank Sant and Sons Greenhouses  
 Budget A/C #: Operating 6810352.7331 – annual funding \$103,088.00  
 Recommended by: Deputy City Manager Public Works
  
3. Bid No. T15-591  
 Description: Removal of Trees for 2016 for the City of Vaughan  
 Approval: February 28, 2016  
 Contract Award: \$289,905.50 plus H.S.T  
 Contingency: \$28,990.55 (excluding taxes)  
 Term: Short term project specific commitment  
 Total Bids Received: 4  
 Awarded to: Timberlane Tree Service  
 Budget A/C #: Operating 6830363.7331 – available funds: \$444,424.00  
 Recommendation: Deputy City Manager Public Works

**CITY OF VAUGHAN**

**EXTRACT FROM COUNCIL MEETING MINUTES OF JUNE 28, 2016**

Item 1, Special Finance Report No. 8 – Page 3

4. Bid No. T16-010  
Description: Supply and Install Ice Arena Refrigeration System Controls at APCC, RCC, GWCC, MCC and WPMA  
Approval: March 14, 2016  
Contract Award: \$264,032.94 plus H.S.T  
Contingency: \$8,000.00  
Term: Short term project specific commitment  
Total Bids Received: 3  
Awarded to: CIMCO Refrigeration  
Budget A/C #: Capital: BF-8101-08 – available funds: \$703,955.00  
Recommended by: Deputy City Manager Community Services
5. Bid No. T16-080  
Description: Martin Grove Road Fire Station #73 Sanitary and Storm Sewer Servicing  
Approval: April 25, 2016  
Contract Award: \$226,755.00 plus H.S.T.  
Contingency: \$34,000.00  
Term: Short Term project specific commitment  
Total Bids Received: 7  
Awarded to: MGI Construction Corporation  
Budget A/C #: Capital: FR-3640-15 – available funds: \$488,119.44  
Recommended by: Deputy City Manager Public Works
6. Bid No. Q16-171  
Description: Fire Hardware Warranty & Support Renewal  
Approval: April 28, 2016  
Contract Award: \$104,053.01 plus HST.  
Contingency: N/A  
Term: Short term project specific commitment  
Total Bids Received: 2  
Awarded to: Acrodex Inc.  
Budget A/C #: Operating 050050.7531 – available funds- \$105,000.00  
Recommended by: Chief Information Officer
7. Bid No. T15-488  
Description: Tennis Court Reconstruction at Civic Park  
Approval: May 4, 2016  
Contract Award: \$236,993.00 plus H.S.T.  
Contingency: \$35,548.95  
Term: Short term project specific commitment  
Total Bids Received: 7  
Awarded to: Court Contractors Ltd.  
Budget A/C#: Capital – PK-6525-15, available funds - \$298,612.00  
Recommended by: Deputy City Manager Planning & Growth Management
8. Bid No. T16-138  
Description: Supply & Delivery of Concrete Materials  
Approval: April 14, 2016  
Contract Award: \$56,725.00/year (\$170,175.00 plus H.S.T. for 3 years)  
Contingency: \$5,672.00  
Term: One year (May 30, 2017) with an option to renew for two (2) additional One (1) year extensions.

**CITY OF VAUGHAN**

**EXTRACT FROM COUNCIL MEETING MINUTES OF JUNE 28, 2016**

**Item 1, Special Finance Report No. 8 – Page 4**

Total Bids Received: 4  
Awarded to: Toronto Redi-Mix  
Budget A/C#: Operating 2350721.7330, 2350722.7330, 2360823.7330, 2360821.7330,  
2340621.7330 available funds - \$62,400.00  
Recommended by: Deputy City Manager Public Works

**Relationship to Term of Council Service Excellence Strategy Map (2014-2018)**

This report is consistent with the priorities previously set by Council and the necessary resources have been allocated and approved.

**Regional Implications**

Not applicable

**Conclusion**

The above tenders were awarded based on low bid and met all conditions under 6.4 of Consolidated Procurement Policy No. PS-003. This report, which outlines those tenders that were recommended by respective Deputy City Managers, is provided to Council for their information.

**Attachments**

No attachments

**Report prepared by:**

Asad Chughtai  
Director of Procurement Services