

CITY OF VAUGHAN

EXTRACT FROM COUNCIL MEETING MINUTES OF APRIL 21, 2015

Item 4, Report No. 8, of the Finance, Administration and Audit Committee, which was adopted without amendment by the Council of the City of Vaughan on April 21, 2015.

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TENDERS AWARD REPORT (\$100,000 to \$350,000)

The Finance, Administration and Audit Committee recommends approval of the recommendation contained in the following report of the Commissioner of Finance and City Treasurer and the Director of Purchasing Services dated April 13, 2015:

Recommendation

The Commissioner of Finance and City Treasurer and the Director of Purchasing Services recommend:

1. That the following report regarding the award of tenders by the Director of Purchasing Services under the Authority of the City of Vaughan Consolidated Purchasing Policy No 05.2.06 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 report is to advise members of Council of those matters dealt with under the Consolidated Purchasing Policy No 05.2.06 section 6.4.

Background - Analysis and Options

Consolidated Purchasing Policy No 05.2.06 section 6.4 provides Director of Purchasing authority for the award of contracts resulting from a request for tender upon recommendation from a Commissioner, 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.

As a consistent practice all bid results are individually reported to the members of Council via email communication soon after the bid closings. The following is a report of all award approvals made within \$100,000.00 to \$350,000.00 threshold.

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1. Bid No. T14-357
Description: Supply and Delivery of Microsoft Exchange Hardware Infrastructure
Approval: December 23, 2014
Contract Amount: \$131,391.00 plus H.S.T
Contingency: N/A
Term: Short term project specific commitment
Total Bids received: 3
Awarded to: Duologik Solutions, Richmond Hill, ON
Budget A/C #: Capital IT-3011-10 – (Available funds \$357,736.00)
Recommended By: Commissioner of Strategic and Corporate Services
2. Bid No. Q14-346
Description: Sanitary Supplies and Services for Various City of Vaughan Locations
Approval: January 6, 2015
Contract Amount: \$107,706.18
Contingency: 10% - \$10,770.62
Term: Multiyear- Three (3) years
Total Bids received: 1
Awarded to: Reliable Pest Control, Pickering, ON
Budget A/C #: 7331 (Sufficient funding available under this object code for various properties)
Recommendation By: Commissioner of Strategic and Corporate Services
3. Bid No. T14-284
Description: Installation of Baseball Lighting at Sonoma Heights Community Park
Approval: January 15, 2015
Contract Amount: \$148,000.00 plus H.S.T
Contingency: 10% - \$14,890.00
Term: Short term project specific commitment
Total Bids received: 4
Awarded to: Wayne Electric Co. Limited, Carlisle, ON
Budget A/C #: Capital PK-6365-14 - (Available funds \$229,184.00)
Recommendation By: Commissioner of Planning
4. Bid No. T14-335
Description: Bridge and Boardwalk Replacement at Keffer Marsh and Mackenzie Glen
Approval: January 21, 2015
Awarded to: \$ 97,518 plus H.S.T Keffer Marsh
Contingency: 10% - \$ 9,751.80
Term: Short term project specific commitment
Contract Amount: \$149,678.50 plus H.S.T Mackenzie Glen Park
Contingency: \$14,967.85
Total Bids received: 11
Awarded to: Cambium Site Contracting Inc. Erin, ON
Budget A/C #: Capital PK-6284-11 (Available funds \$145,000.00 for Keffer Marsh) PK-6297-11 (Available funds \$189,000.00 for Mackenzie Glen Park)
Recommendation By: Commissioner of Planning

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5. Bid No. T14-404
Description: Supply, Delivery & Installation of Desktop Computers
Approval: January 22, 2015
Contract Amount: \$243,012.20 plus H.S.T
Contingency: N/A
Term: Short term project specific commitment
Total Bids received: 3
Awarded to: Acrodex Inc. Markham, ON
Budget A/C #: Capital - IT-3013-09 (Available funds \$344,217.00)
Recommendation By: Commissioner of Strategic and Corporate Services
6. Bid No. T15-001
Description: Supply and Delivery of Firewall Infrastructure
Approval: February 17, 2015
Contract Amount: \$167,887.74 plus H.S.T
Contingency: N/A
Term: Short term project specific commitment
Total Bids received: 2
Awarded to: Scalar Decisions Inc. Toronto, ON
Budget A/C #: Capital - IT-3011-10 (Available funds \$325,481.00)
Recommendation By: Commissioner of Strategic and Corporate Services

Tender awards are in compliance with policy.

As illustrated in the tender details above, criteria #1, 2, 3, 4 of the Consolidated Purchasing Policy were met. In regard to criteria # 5, bidders are required to acknowledge any relevant litigation in their tender submissions. In addition, as part of the procurement process, Legal Services is consulted regarding the legal status of vendors. As a result, for the awards listed in this report, there was no litigation between the successful bidder and the City at the time of award. Lastly, in regard to criteria # 6, Purchasing Services has not received any formal protest against any of the contract awards illustrated.

Relationship to Vaughan Vision 2020

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

Regional Implications

N/A

Conclusion

The above tenders were awarded based on low bid and met all conditions under 6.4 of Consolidated Purchasing Policy 05-2.06. This report, which outlines those tenders that were recommended by respective Commissioners, is provided to Council for their information.

Attachments

None

Report prepared by:

Asad Chughtai, Director of Purchasing Services

TENDERS AWARD REPORT (\$100,000 TO \$350,000)

Recommendation

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Attachments

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Report prepared by:

Asad Chughtai
Director of Purchasing Services

Respectfully submitted,

John Henry
Commissioner of Finance and City Treasurer