



City of Hamilton

AUDIT, FINANCE AND ADMINISTRATION COMMITTEE ADDENDUM

Meeting #: 24-003
Date: February 8, 2024
Time: 9:30 a.m.
Location: Council Chambers
Hamilton City Hall
71 Main Street West

Tamara Bates, Legislative Coordinator (905) 546-2424 ext. 4102

9. CONSENT ITEMS

9.1 2023 Third Quarter Emergency and Non-competitive Procurements Report -
FCS23019(b) (City Wide)

*a. 2023 Third Quarter Emergency and Non-competitive Procurements Report -
FCS23019(b) (City Wide)



INFORMATION REPORT

TO:	Chair and Members Audit, Finance and Administration Committee
COMMITTEE DATE:	February 8, 2024
SUBJECT/REPORT NO:	2023 Third Quarter Emergency and Non-competitive Procurements Report (FCS23019(b)) (City Wide)
WARD(S) AFFECTED:	City Wide
PREPARED BY:	Sherri Ward (905) 546-2424 Ext. 3988
SUBMITTED BY:	Shelley Hesmer, Acting Director Financial Services and Taxation & Corporate Controller Corporate Services Department
SIGNATURE:	<i>Shelley Hesmer</i>

COUNCIL DIRECTION

N/A

INFORMATION

Procurement is required to report to Council on a quarterly basis on the use of Sections 4.10 and 4.11 of the Procurement Policy.

Report FCS23019(b) is issued quarterly in accordance with the Procurement Policy and details the procurement of goods and / or services during emergency situations and those detailed in Section 4.11 – Non-competitive Procurements for the third quarter of 2023.

The Policy for Non-competitive Procurements is used in defined circumstances where it is justified that the policies for the general acquisition process could not be followed. The “Emergency Procurement / Non-competitive Procurement Form” is completed by the Client Department and approved by the General Manager.

During the third quarter of 2023, there were 119 purchases totalling \$12,299,583.36 (Canadian dollars) and \$119,976.13 (US dollars), which were processed through the use of an approved Policy 10 or 11. These are summarized in Appendix “A” to Report FCS23019(b).

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The breakdown is as follows:

- Six purchases totalling \$6,902,850.31 were issued under Policy 10, as “Emergency” purchases, whereby goods and services were acquired by the most expedient and economical means. The following purchase represents the largest dollar amount in this category:
 - Purchase Order 103038 for \$6,738,521.00 was issued to Canadian Protection Services Inc. for security guard services City wide. Canadian Protection Services Inc. was secured to replace Neptune Security Services Inc., who were forced into court ordered receivership on May 18, 2023, resulting in a default of contract and forcing a work stoppage under Contracts C11-52-18 and C8-01-19. This Policy 10 Emergency procurement allowed for continuation of these services. Corporate Security is accelerating the development of a new Request for Proposals to complete a competitive procurement process and award a new contract.
- Ten purchases totalling \$1,199,322.00 represent short-term “Extensions” of current contracts which have expired and unforeseeable circumstances have caused a delay in awarding a new contract. The following purchases represent the largest dollar amounts in this category:
 - Purchase Order 102950 for \$625,000.00 was issued to 1419718 Ontario Inc. o/a Marble Renewal Niagara for a second single source extension to Contract C11-70-17 for the supply of marble, terrazzo and polished concrete floor cleaning, maintenance and restoration services. Due to the redevelopment of specifications, this extension was required to continue these services under the contract and provide additional time to complete the procurement process and award a new contract. The new Request for Proposals is expected to be issued in Q1 2024.
 - Purchase Order 100375 for \$400,000.00 was issued to Hamilton Fire Control Ltd. for a second single source extension to Contract C12-03-17 for the supply and delivery of fire safety equipment inspections, testing and repair services. Due to staffing changes within the client department this extension was required to continue the required services under the Contract and provide additional time to complete the procurement process and award a new contract. The new Request for Tenders is expected to be issued in February 2024.
- 103 purchases totalling \$4,197,411.05 (Canadian dollars) and \$119,976.13 (US dollars) were identified as “Single Source” purchases whereby a particular vendor was recommended because it was more cost-effective or beneficial to the City. The following purchases represent the largest dollar amounts in this category:

OUR Vision: To be the best place to raise a child and age successfully.

OUR Mission: To provide high quality cost conscious public services that contribute to a healthy, safe and prosperous community, in a sustainable manner.

OUR Culture: Collective Ownership, Steadfast Integrity, Courageous Change, Sensational Service, Engaged Empowered Employees.

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- Purchase Order 102704 for \$249,999.99 was issued to AECOM Canada Architects Ltd. for prime consulting services to implement the Next-Generation 911 (“NG911”) Call Handling System. This single source was required to expedite design and development phases of the NG911 project to meet the mandated deadline of March 4, 2025 imposed by the Canadian Radio-television & Telecommunications Commission.
- Purchase Order 102771 for \$200,000.00 was issued to Deloitte Inc. for consultant services to assess the current state of the City’s Human Resources (HR) and Payroll technology. This single source was required as there are components of the current technology platform, PeopleSoft, that the vendor (Oracle) has deprecated, creating a need to fast-track the development of the HR strategic plan and supporting technology roadmap with one of the qualified vendors suggested by Oracle. Upon completion of the initial phase of this work, vendors for follow-on work will be procured through a competitive process. To ensure that Deloitte Inc. does not have a competitive advantage for subsequent follow-on work, all prospective service providers that bid on the follow-on work will be provided with the products created during this initial phase.
- Purchase Order 97232 for \$190,194.51 was issued to G. O'Connor Consultants Inc. o/a OMC Landscape Architecture (OMC) for prime consultant services for phase 2 of the renewal plan for the Hamilton Amateur Athletic Association (HAAA) grounds project. OMC was awarded phase 1 through Contract C12-06-18, Request for Roster Candidates for Professional and Consultant Services, to undertake community engagement to inform a renewal plan (master plan) for the HAAA grounds project and develop detailed design drawings and contract documents. The HAAA grounds project was originally planned to be constructed in two phases over multiple years. However, this approach caused significant obstacles leading to numerous delays. The overall completion date for construction must be met by March 31, 2025 to receive funding from Investing in Canada Infrastructure Program (ICIP). This single source was required to execute this project as a single-phase project in lieu of the original multi-year phased approach to meet the timelines set out in the ICIP funding agreement and allow for efficiency in design.
- Purchase Order 102687 for \$150,000.00 was issued to Data Direct Group Inc. (Data Direct) for the supply and delivery of promotional material, confidential communication and tax bills for the Vacant Unit Tax program. Data Direct currently provides similar services to Taxation managing the confidential information involved in these forms of communication and the required services cannot be fulfilled by the vendors under the current print services corporate contract.

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- Purchase Order 102691 for \$150,000.00 was issued to Henry Schein Canada Inc. (Henry Schein) for design and consulting services for the purchase and installation of dental cabinetry and mechanical equipment for the Mountain Dental Clinic renovation project. These goods and services were required to inform the electrical and plumbing designs for the clinic space. Henry Schein is the current vendor for supply and delivery of dental equipment, supplies and maintenance for Public Health. To maintain continuity, meet the March 2024 operational project deadline and minimize additional costs, it is in the best interest of the City to single source the additional scope to Henry Schein.
- Purchase Order 103144 for \$150,000.00 was issued to Regional Fire Services Group Inc. for the supply and delivery of a fire system devices and equipment inventory list, regulation testing of fire and sprinkler systems and on-demand services for fire system issues. These services were not included in the current corporate Contract (C12-03-17, Fire Safety Equipment Inspections, Testing & Repair Services as & when Required). In addition, the awarded supplier on this Contract is not qualified to facilitate these services. The single source is required to ensure compliancy with Ontario Fire Code, O.Reg. 213/07. Hamilton Water is working with Procurement to ensure these services are captured in the new corporate contract to be issued in January 2024.
- Purchase Order 98091 for \$149,969.00 was issued to GM Blueplan Engineering Ltd. (GMBP) for Hydrogeological & Geotechnical Review, Stage 2 Archaeological Assessment & Indigenous Engagement, Cultural Heritage Impact Assessment and Natural Environment Impact Assessment beyond the scope of work included in the original Request for Proposals (C11-07-21, Proposal for Professional Engineering Consultant Services Required for the Waterdown Watermain Trunk Twinning Schedule B Municipal Class Environmental Assessment (EA) and Conceptual Design). As the majority of the watermain will pass through land owned by Royal Botanical Gardens and regulated by the Niagara Escarpment Commission, these stakeholders identified the enhanced scope as a requirement to gain their support. To avoid delays and ensure project continuity, it was in the best interest of the City to have the incumbent vendor provide these additional services.

APPENDICES AND SCHEDULES ATTACHED

Appendix “A” to Report FCS23019(b) – Third Quarter Emergency and Non-Competitive Procurements Report

SW/dt

PO No.	Type	Amount	Supplier	Division	Ward No.
City Manager's Office					
103259	SGLE	\$2,600.00	Kristine Fletcher	Office of the City Auditor	All Wards
102660	SGLE	\$50,000.00	Mungall Consulting Group Ltd.	Human Resources	All Wards
Corporate Wide					
89975	EXTN	\$32,000.00	UAP Inc.	City Wide Corporate Contract	All Wards
92222	EXTN	\$55,000.00	1105729 Ontario Inc.	City Wide Corporate Contract	All Wards
Corporate Services					
102808	SGLE	\$3,500.00	Cimsoft Corp. o/a Wonderware Canada East	Information Technology	All Wards
102742	SGLE	\$10,000.00	Aim Lock & Safe Ltd.	Customer Service & POA	All Wards
103075	SGLE	\$16,825.95	Compugen Inc.	Information Technology	All Wards
103111	SGLE	\$40,000.00	Lean Agility Inc.	Legal & Risk Management Services	All Wards
103170	SGLE	\$73,144.67	1229080 Ontario Inc. o/a Accu-Lock & Security	Customer Service & POA	All Wards
102687	SGLE	\$150,000.00	Data Direct Group Inc.	Financial Planning, Administration & Policy	All Wards
102771	SGLE	\$200,000.00	Deloitte Inc.	Information Technology	All Wards
Healthy and Safe Communities					
103176	SGLE	\$594.00	Bio Nuclear Diagnostics Inc.	Lodges	Ward 7 & 13
103261	SGLE	\$1,980.00	Bio Nuclear Diagnostics Inc.	Lodges	Ward 7 & 13
103040	SGLE	\$2,475.00	Bio Nuclear Diagnostics Inc.	Lodges	Ward 7 & 13
103177	SGLE	\$2,970.00	Bio Nuclear Diagnostics Inc.	Lodges	Ward 7 & 13
102954	SGLE	\$2,970.00	Bio Nuclear Diagnostics Inc.	Lodges	Ward 7 & 13
103120	SGLE	\$3,465.00	Bio Nuclear Diagnostics Inc.	Lodges	Ward 7 & 13
102870	SGLE	\$3,465.00	Bio Nuclear Diagnostics Inc.	Lodges	Ward 7 & 13
102755	SGLE	\$3,760.00	Bio Nuclear Diagnostics Inc.	Lodges	Ward 7 & 13
102702	SGLE	\$5,640.00	Bio Nuclear Diagnostics Inc.	Lodges	Ward 7 & 13
102749	SGLE	\$7,075.00	Bio Nuclear Diagnostics Inc.	Lodges	Ward 7 & 13
102980	SGLE	\$7,094.80	Bio Nuclear Diagnostics Inc.	Lodges	Ward 7 & 13
103080	SGLE	\$7,273.00	Bio Nuclear Diagnostics Inc.	Lodges	Ward 7 & 13
103237	SGLE	\$8,015.00	Bio Nuclear Diagnostics Inc.	Lodges	Ward 7 & 13
99030	SGLE	\$11,000.00	Dependable Emergency Vehicles div of Dependable Truck & Tank Ltd.	Hamilton Fire Department	All Wards
102759	SGLE	\$12,189.00	2835884 Ontario Inc. o/a V-Safex	Medical Officer of Health	All Wards
102754	SGLE	\$18,000.00	Bawaadan Productions	Children's & Community Services	All Wards
103089	SGLE	\$19,329.00	1934495 Ontario Inc. o/a Southwest Fire Academy	Hamilton Fire Department	All Wards
102947	SGLE	\$20,000.00	KFL & A Health Unit (Kingston, Frontenac, Lennox & Addington Public	Medical Officer of Health	All Wards
102923	SGLE	\$49,000.00	Aquam Aquatic Specialists Inc.	Recreation	All Wards
103185	SGLE	\$52,908.85	iFood Equipment	Lodges	Ward 13
103041	SGLE	\$60,000.00	Transaxle Parts (Hamilton) Inc.	Hamilton Fire Department	All Wards
103006	SGLE	\$60,000.00	Firetech Manufacturing Ltd.	Paramedic Services	All Wards
102845	SGLE	\$67,000.00	Nation FPG Inc. o/a First Peoples Group	Children's & Community Services	All Wards
102691	SGLE	\$150,000.00	Henry Schein Canada Inc.	Medical Officer of Health	All Wards

PO No.	Type	Amount	Supplier	Division	Ward No.
Planning and Economic Development					
102795	EMER	\$12,766.56	Evolve Electric Inc.	Transportation Planning & Parking	Ward 13
99111	EXTN	\$5,280.00	Schindler Elevator Corp.	Tourism & Culture	All Wards
95303	EXTN	\$22,665.00	Hamilton Fire Control Ltd.	Tourism & Culture	All Wards
102998	SGLE	\$176.48	HC Integrated Services Inc. o/a Hamilton Cleaners	Tourism & Culture	All Wards
102983	SGLE	\$5,000.00	Supercrawl Productions	Tourism & Culture	Ward 2
87565	SGLE	\$8,750.00	Dillon Consulting Ltd.	Planning	All Wards
102868	SGLE	\$9,900.00	Siv-lk Planning & Design Inc.	Planning	All Wards
103067	SGLE	\$10,000.00	1000032876 Ontario Inc.	Tourism & Culture	All Wards
103172	SGLE	\$12,000.00	Practical Turf Care	Recreation	Ward 1, 3 & 4
102956	SGLE	\$15,760.32	University of Toronto	Transportation Planning & Parking	All Wards
103039	SGLE	\$18,200.00	Peter Fonovic	Tourism & Culture	All Wards
103166	SGLE	\$29,688.00	Costar Realty Information, Inc.	Economic Development	All Wards
103258	SGLE	\$34,200.00 (USD)	Gaylord Bros. Inc.	Tourism & Culture	Ward 2
103064	SGLE	\$50,000.00	Gateway Services Inc.	Licensing & By-Law Services	All Wards
102891	SGLE	\$50,000.00	Davey Tree Expert Co. of Canada Ltd.	Licensing & By-Law Services	All Wards
103226	SGLE	\$126,767.00	WSP Canada Inc.	Planning	All Wards
103118	SGLE	\$137,378.00	Metropolitan Consulting Inc.	Growth Management	Ward 15
Police					
102968	EXTN	\$9,377.00	Hamilton Fire Control Ltd.	Police Services Board	All Wards
102835	EXTN	\$10,000.00	Hamilton Fire Control Ltd.	Police Services Board	All Wards
99611	EXTN	\$20,000.00	2046369 Ontario Inc. o/a Zellens Auto Mall	Police Services Board	All Wards
102715	SGLE	\$20,000.00	1984080 Ontario Inc.	Police Services Board	All Wards
102909	SGLE	\$27,697.00 (USD)	Chainalysis, Inc.	Police Services Board	All Wards
103248	SGLE	\$29,710.32	Cravate Benart (Canada) Inc.	Police Services Board	All Wards
102813	SGLE	\$40,450.00	First Response Mental Health Inc.	Police Services Board	All Wards
102873	SGLE	\$46,631.00	Hamilton Video & Sound Ltd.	Police Services Board	Ward 7
102769	SGLE	\$58,079.13 (USD)	Faro Technologies Inc.	Police Services Board	All Wards
102792	SGLE	\$71,000.00	Comco Canada Ltd.	Police Services Board	Ward 5

PO No.	Type	Amount	Supplier	Division	Ward No.
Public Works					
103212	EMER	\$24,982.50	Stantec Consulting Ltd.	Engineering Services	Ward 8
102849	EMER	\$25,285.23	Associated Paving & Materials Ltd.	Transportation	Ward 8
102822	EMER	\$42,169.55	Vista Security & Investigations	Corporate Facilities & Energy Management	Ward 10
103037	EMER	\$59,125.47	CH2M Hill Canada Ltd.	Hamilton Water	Ward 1, 2, 3, 4, 5, 6, 7, 8, 12, 13, 14 & 15
103038	EMER	\$6,738,521.00	Canadian Protection Services Inc.	Corporate Facilities & Energy Management	All Wards
102990	EXTN	\$20,000.00	Hamilton Fire Control Ltd.	Environmental Services	All Wards
100375	EXTN	\$400,000.00	Hamilton Fire Control Ltd.	Corporate Facilities & Energy Management	All Wards
102950	EXTN	\$625,000.00	1419718 Ontario Inc. o/a Marble Renewal Niagara	Corporate Facilities & Energy Management	All Wards
102188	SGLE	\$1,800.00	Three Seasons Landscape Group Inc.	Environmental Services	All Wards
101738	SGLE	\$2,400.00	Banko Media Inc. o/a Banko Creative Studio	Transit	All Wards
102655	SGLE	\$2,484.81	Intelx Technologies, ULC	Corporate Asset Management	All Wards
96307	SGLE	\$2,500.00	Invizij Architects Inc.	Corporate Facilities & Energy Management	Ward 2
102776	SGLE	\$2,906.66	Windmill Power Equipment Ltd. o/a WPE Landscape Equipment	Environmental Services	All Wards
102777	SGLE	\$4,031.00	Tegs Tools & Machinery Ltd.	Environmental Services	All Wards
102778	SGLE	\$4,870.00	G.C. Duke Equipment Ltd.	Environmental Services	All Wards
102703	SGLE	\$5,940.00	Bio Nuclear Diagnostics Inc.	Corporate Facilities & Energy Management	All Wards
102775	SGLE	\$5,971.09	Windmill Power Equipment Ltd. o/a WPE Landscape Equipment	Environmental Services	All Wards
92479	SGLE	\$5,990.00	WSP E&I Canada Ltd.	Environmental Services	Ward 1, 2, 5 & 10
102249	SGLE	\$7,450.00	Forest Ridge Landscaping Inc. div of Urban Life Solutions	Transportation	Ward 14
103100	SGLE	\$9,999.00	Mohawk College	Hamilton Water	Ward 5, 11, 12 & 15
102812	SGLE	\$10,000.00	Maxill Inc.	Corporate Facilities & Energy Management	All Wards
101462	SGLE	\$13,981.00	AECOM Canada Ltd.	Engineering Services	Ward 6 & 11
102025	SGLE	\$14,630.00	Waste Management of Canada Corp.	Hamilton Water	Ward 4
102473	SGLE	\$15,342.50	Jay Fencing Ltd.	Environmental Services	Ward 11
92103	SGLE	\$16,881.00	Aecom Canada Ltd.	Hamilton Water	Ward 4
102900	SGLE	\$16,937.00	Bio Nuclear Diagnostics Inc.	Corporate Facilities & Energy Management	All Wards
102758	SGLE	\$17,500.00	Morrison Hershfield Ltd.	Transportation	Ward 2
99535	SGLE	\$17,850.00	SNC Lavalin Inc.	Engineering Services	Ward 12
97758	SGLE	\$18,999.00	MTE Consultants Inc.	Engineering Services	Ward 13
100518	SGLE	\$20,000.00	Mohawk Ford Sales (1996) Ltd.	Corporate Asset Management	All Wards
102672	SGLE	\$21,460.75	WSP Canada Inc.	Corporate Facilities & Energy Management	Ward 9
103029	SGLE	\$28,000.00	Evolution Window Films Ltd.	Corporate Facilities & Energy Management	Ward 2
102977	SGLE	\$30,000.00	Cubex Ltd.	Waste Management	All Wards
100754	SGLE	\$30,000.00	Phoenix Restoration Inc.	Corporate Facilities & Energy Management	Ward 2
97991	SGLE	\$35,000.00	Dillon Consulting Ltd.	Environmental Services	Ward 9
95320	SGLE	\$37,902.35	The MBTW Group	Environmental Services	Ward 3
102853	SGLE	\$50,000.00	Hamilton Video & Sound Ltd.	Corporate Facilities & Energy Management	All Wards
102800	SGLE	\$50,000.00	Wajax Limited	Corporate Asset Management	All Wards
102726	SGLE	\$50,000.00	Davey Tree Expert Co. of Canada Ltd.	Environmental Services	Wards 4 & 6
102180	SGLE	\$52,550.00	Green Collar Inc.	Transportation	Ward 6, 7, 8 & 11
102697	SGLE	\$54,235.00	MTE Consultants Inc.	Corporate Facilities & Energy Management	Ward 2
96788	SGLE	\$55,972.00	GM Blueplan Engineering Ltd.	Hamilton Water	Ward 2
103085	SGLE	\$56,000.00	Hamilton Region Conservation Authority	Hamilton Water	All Wards
102785	SGLE	\$68,200.00	Biorem Technologies Inc.	Hamilton Water	Ward 4
103088	SGLE	\$80,000.00	The Halton Region Conservation Authority	Hamilton Water	All Wards
93458	SGLE	\$80,000.00	R.V. Anderson Associates Ltd.	Hamilton Water	All Wards
99380	SGLE	\$88,380.00	Morrison Hershfield Ltd.	Engineering Services	Ward 13
103087	SGLE	\$90,000.00	Core Leadership Performance Inc.	Hamilton Water	All Wards
103076	SGLE	\$90,900.00	Grace Instrumentation & Controls Ltd.	Hamilton Water	All Wards
103084	SGLE	\$91,500.00	Songer Canada Ltd.	Hamilton Water	All Wards
102861	SGLE	\$95,000.00	Eco-Counter Inc.	Transportation	All Wards
94333	SGLE	\$99,999.99	Transaxle Parts (Hamilton) Inc.	Corporate Asset Management	All Wards
103275	SGLE	\$100,000.00	LifSAFE Engineering & Service Group Inc.	Hamilton Water	All Wards
98091	SGLE	\$149,969.00	GM Blueplan Engineering Ltd.	Hamilton Water	Ward 15
103144	SGLE	\$150,000.00	Regional Fire Services Group Inc.	Hamilton Water	All Wards
97232	SGLE	\$190,194.51	G. O'Connor Consultants Inc. o/a OMC Landscape Architecture	Environmental Services	Ward 1
102704	SGLE	\$249,999.00	AECOM Canada Architects Ltd.	Corporate Facilities & Energy Management	All Wards