



INFORMATION REPORT

TO: Chair and Members Audit, Finance and Administration Committee	WARD(S) AFFECTED: CITY WIDE
COMMITTEE DATE: December 9, 2013	
SUBJECT/REPORT NO: 2013 Third Quarter Emergency and Non-competitive Procurements Report (FCS13014(b)) (City Wide)	
SUBMITTED BY: Mike Zegarac Acting General Manager Finance & Corporate Services	PREPARED BY: Rick Male (905) 546-2424 ext. 4157
SIGNATURE:	

Council Direction:

Council has directed staff to report on the use of Sections 4.10 and 4.11 of the Procurement Policy on a quarterly basis.

Information:

This report is issued quarterly in accordance with the Procurement Policy. This report 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 2013.

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

During the third quarter of 2013, there were 76 purchases totalling \$3,768,800 which were processed through the use of approved Policy 10 and 11. These are summarized in Appendix ‘A’ to report FCS13014(b).

The breakdown is as follows:

- Six purchases totalling \$395,324 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 71858 for \$198,860 was issued to McCanical Inc. Plant Operations has sustained considerable wear and operational problems in the Low Lift Pumping Station due to the infestation of Zebra mussels. The infestation has been attributed to the extended construction period (October 2010 to October 2012) during which time the chlorination of the intake pipes was not possible, as a result of on-going capital works. The subsequent re-commissioning of the chlorination system and introduction of flow in the pipes resulted in an inordinate quantity of Zebra mussels being released and impacting the raw water travelling screens at the station. The travelling screens are designed to intercept suspended foreign material, in order to protect the downstream pumps from damage. The hardness and sharp edges of the Zebra mussels have damaged the travelling screens and thereby reduced their effectiveness and ability for removal, increasing the risk potential to the newly refurbished water supply pumps. This purchase order was issued to provide labour, equipment and materials necessary to complete emergency repair to the Low Lift Pumping Station travelling screen number 2.

- 70 purchases totalling \$3,373,475 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 amount in this category:
 - Purchase order 71852 for \$175,000 was issued to Karrys Bros. Limited for the supply and delivery of wholesale foods, confectionary, hot beverages for resale to all City concessions and Sackville Seniors Centre. The vendor also provides a rebate structure and free equipment installation. Recreation Food Services will be following a formal procurement process for this requirement within 6 months of this approval.

 - Purchase order 71877 for \$167,000 was issued to CSDC Systems Inc. There are a number of Divisions within the Planning and Economic Development Department that are using the AMANDA system to automate their business processes and workflows. There was a recognized need to consolidate applications and to adopt one standard across the Divisions. Using one common AMANDA platform across the different Divisions will allow the Planning and Economic Development Department to standardize

and streamline common elements seamlessly. AMANDA copyrights are exclusive to CSDC Systems Inc. and the purchase order issued will purchase software and licenses and to retain professional services from CSDC Systems Inc.

- Purchase order 71287 for \$152,000 was issued to Hamilton Region Conservation Authority. Hamilton Region Conservation Authority is the only provider to deliver environmental data collected in the field from existing monitoring equipment and/or site specific temporary field data collection equipment including, but not limited to, stream flow, rainfall, ground water, snow pack, general climate, water quality data and trend/interpretive analysis thereof. Provision of services for field inspection and site inspection related to flooding, erosion, water quality sample collection, drainage analysis, and Hamilton's Drinking Water System Monitoring Well Inspection and Reporting to the Ministry of Environment. This purchase order is issued for services over approximately a two year period.

- Purchase order 71382 for \$150,000 was issued to York Environmental Solutions LP to undertake demolition and associated demolition works at City Motor Motel at 55 Queenston Road, Hamilton.

Requests for Quotations, Tenders and Proposals are issued to encourage the competitive bidding process with objective and equitable treatment of all vendors, in accordance with the Procurement Policy approved by Council.

PO No.	Type	Amount	Name	Department/Division
City Manager's Office				
71868	SGLE	\$ 35,000.00	ODGERS BERNDTSON	Human Resources
Corporate Services				
70266	SGLE	\$ 20,000.00	ATFOCUS INC.	Finance Corporate Management Service
71630	SGLE	\$ 29,000.00	TV HAMILTON - CABLE 14	Finance Corporate Management Service
57023	SGLE	\$ 120,000.00	HAMILTON CHAMBER OF COMMERCE	Finance Corporate Management Service
Manual4	SGLE	\$ 150,000.00	BRINKS CANADA LTD.	Financial Services
Community and Emergency Services				
71472	SGLE	\$ 12,745.00	CANADIAN COUNCIL ON SOCIAL DEVELOPMENT	Child care
71068	SGLE	\$ 27,900.00	MISSION SYSTEMS DEVELOPMENT CORP	Child care
71811	SGLE	\$ 30,000.00	MERCURY FOODSERVICE	Recreation
71643	SGLE	\$ 33,000.00	SAPUTO DAIRY PRODUCTS CANADA GP	Recreation
71711	SGLE	\$ 35,000.00	LAWSON PRODUCTS, INC.	Emergency Services
71266	SGLE	\$ 40,000.00	GOODYEAR CANADA INC	Emergency Services
71641	SGLE	\$ 48,000.00	WONDERLAND FOOD & EQUIPMENT INC	Recreation
71710	SGLE	\$ 50,000.00	WAJAX POWER SYSTEMS	Emergency Services
71642	SGLE	\$ 60,000.00	COCA-COLA BOTTLING LTD	Recreation
69179	SGLE	\$ 100,000.00	MMM INC ARCHITECTS	Macassa Lodge
71852	SGLE	\$ 175,000.00	KARRYS BROS LIMITED	Recreation
Hamilton Public Library				
71491	SGLE	\$ 37,640.00	ONTARIO LIBRARY ASSOCIATION	Hamilton Public Library
Planning and Economic Development				
67456	SGLE	\$ 13,000.00	AMEC ENVIRONMENT & INFRASTRUCTURE	Planning & Development
71670	SGLE	\$ 18,984.00	SALESFORCE.COM.INC	Economic Development
71172	SGLE	\$ 27,500.00	HOWE GASTMEIER CHAPNIK LIMITED	Growth Management Division
71343	SGLE	\$ 32,500.00	SYNTHESCAPE INC	Culture
71169	SGLE	\$ 80,000.00	HAMILTON REGION CONSERVATION AUTHORITY	Planning Division
71877	SGLE	\$ 167,000.00	CSDC SYSTEMS INC	Growth Management Division
Police				
71043	SGLE	\$ 11,335.00	COGNITECH INC.	Police

PO No.	Type	Amount	Name	Department/Division
71317	SGLE	\$ 12,193.50	WM LANGILLE WELDING	Police
71802	EMER	\$ 16,400.00	WILD CONSTRUCTION MANAGEMENT INC	Police
72001	SGLE	\$ 18,670.00	CANADIAN TIME SYSTEMS INC	Police
71832	SGLE	\$ 26,000.00	RHODDY DESIGN INC	Police
71984	SGLE	\$ 40,953.00	RICOH CANADA INC.	Police
71918	SGLE	\$ 42,350.00	3M COGENT INC	Police
Public Health				
71493	SGLE	\$ 14,887.00	REXALL DELL PHARMACY	Healthy Living Division
68676	SGLE	\$ 20,000.00	BRANT COUNTY HEALTH UNIT	Healthy Living Division
71601	SGLE	\$ 25,000.00	MIDDLESEX-LONDON HEALTH UNIT	Healthy Living Division
71359	SGLE	\$ 40,000.00	GREEN VENTURE	Health Protection Division
Public Works - Corporate Assets & Strategic Planning				
71327	SGLE	\$ 13,878.50	HAMILTON FIRE CONTROL LTD	Facilities
71626	SGLE	\$ 15,000.00	FENCE & GATES LIMITED	Facilities
Manual2	SGLE	\$ 18,000.00	TRANSAXLE PARTS	Fleet Finance Administration
69861	SGLE	\$ 20,000.00	DENCO RESTORATION CONTRACTORS INC.	Facilities
71305	SGLE	\$ 21,513.84	TOROMONT INDUSTRIES LTD.	Facilities
71686	SGLE	\$ 22,000.00	MIDWESTERN SOFTWARE SOLUTIONS	Environment & Sustainable Infrastructure
67867	SGLE	\$ 25,000.00	GOLDER ASSOCIATES LTD	Environment & Sustainable Infrastructure
65246	SGLE	\$ 25,000.00	TRIPLE CROWN ENTERPRISES LTD	Facilities
71146	SGLE	\$ 25,000.00	POWER PROPERTY SERVICES	Facilities
71565	SGLE	\$ 25,000.00	TRANE CANADA T42324C	Facilities
71737	SGLE	\$ 30,000.00	HAMILTON COMMUNITY ENERGY	Fleet and Facilities
65334	SGLE	\$ 35,000.00	TRIPLE CROWN ENTERPRISES LTD	Facilities
Manual1	SGLE	\$ 38,000.00	ALTRUCK TRANSPORTATION SERVICE	Fleet Finance Administration
71631	SGLE	\$ 40,380.00	MGM MANAGEMENT	Facilities
71975	EMER	\$ 45,262.50	BESWICK TREE SERVICE LTD.	Facilities
Manual3	SGLE	\$ 56,000.00	VIKING-CIVES LIMITED	Fleet and Facilities
71319	SGLE	\$ 58,349.10	TOROMONT INDUSTRIES LTD.	Facilities
72003	EMER	\$ 63,528.00	YORK ENVIRONMENTAL SOLUTIONS LP	Facilities

PO No.	Type	Amount	Name	Department/Division
71974	SGLE	\$ 75,000.00	AQUALIBRIUM WATER TECHNOLOGIES LTD	Facilities
70114	SGLE	\$ 93,500.00	THE JF GROUP	Environment & Sustainable Infrastructure
71715	SGLE	\$ 96,000.00	KATHRYN VOGEL ARCHITECT	Facilities
71830	SGLE	\$ 99,000.00	CIMCO REFRIGERATION	Facilities
71973	SGLE	\$ 99,000.00	FLOORS, INTERIORS & DESIGN	Facilities
71382	SGLE	\$ 150,000.00	YORK ENVIRONMENTAL SOLUTIONS LP	Facilities
Public Works - Environmental Services				
71365	SGLE	\$ 25,000.00	JOHNSON MATTHEY LIMITED	Operations & Waste Management
71851	SGLE	\$ 35,000.00	JAYCHRIS INDUS-RAIL SUPPLY INC.	Operations & Waste Management
71575	SGLE	\$ 41,715.00	HY-GRADE PRECAST CONCRETE	Operations & Waste Management
71955	EMER	\$ 58,400.00	ACTIVE SCALE MANUFACTURING INC.	Operations & Waste Management
71363	SGLE	\$ 65,000.00	FUHRSCHER INSTALLATIONS INC.	Operations & Waste Management
Public Works - Hamilton Water				
71785	EMER	\$ 12,873.77	LANCORP ELECTRICAL LTD	Water and Wastewater
71413	SGLE	\$ 14,444.73	UNIVERSITY OF TORONTO	Transit
71411	SGLE	\$ 16,500.00	UNIVERSITY OF TORONTO	Transit
71784	SGLE	\$ 19,487.00	THERMO FISHER SCIENTIFIC (MISSISSAUGA)	Water and Wastewater
71323	SGLE	\$ 20,780.00	CALDER ENGINEERING LTD.	Water and Wastewater
71101	SGLE	\$ 24,256.00	TOROMONT INDUSTRIES LTD.	Transit
56433	SGLE	\$ 25,000.00	MAXXAM ANALYTICS INC.	Water and Wastewater
71288	SGLE	\$ 42,620.00	THE MUNICIPAL INFRASTRUCTURE GROUP	Water and Wastewater
69151	SGLE	\$ 50,625.00	KEMIRA WATER SOLUTIONS CANADA INC	Water and Wastewater
71143	SGLE	\$ 56,177.30	GRAYSON THERMAL SYSTEMS CORPORATION	Transit
50537	SGLE	\$ 110,591.76	STANTEC CONSULTING LTD	Water and Wastewater
71287	SGLE	\$ 152,000.00	HAMILTON REGION CONSERVATION AUTHORITY	Water and Wastewater
71858	EMER	\$ 198,860.33	MCCANICAL INC	Water and Wastewater