



Hamilton

INFORMATION REPORT

TO:	Chair and Members Audit, Finance & Administration Committee
COMMITTEE DATE:	June 8, 2015
SUBJECT/REPORT NO:	Professional and Consultant Services Roster 2013 - 2014 (PW15034/PED15069/FCS15040) - (City Wide)
WARD(S) AFFECTED:	City Wide
PREPARED BY:	Stuart Leitch Manager, Water & Wastewater Capital Delivery (905) 546-2424, Extension 7808
SUBMITTED BY:	Gary Moore, P.Eng. Acting General Manager Public Works Department Jason Thorne General Manager Planning and Economic Development Department Mike Zegarac General Manager Finance & Corporate Services Department
SIGNATURE:	

Council Direction:

Not Applicable

Information:

Financial Information Regarding Roster Use

This report summarizes the use of the Professional and Consultant Services Roster for the second year of the roster period 2013 - 2014, as required under Policy 9 of the currently approved Procurement Policy. The roster process for acquisition of services is currently used by the Planning and Economic Development, Corporate Services and

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Public Works Departments. A listing of successful consultants, by Roster category, is attached as Appendices A and B to Report PW15034/PED15069/FCS15040.

In 2014, forty Roster categories issued assignments. The following table illustrates the total dollar values allocated during the term of this Roster (2013 and 2014):

	2013 Roster Year	2014 Roster Year	TOTALS 2013/2014
Total Dollar Value:	\$14,959,595	\$16,959,730	\$31,919,325
Total Number of Assignments:	397	475	872
Average Value of Each Assignment:	\$37,681	\$35,705	\$36,605
Number of Roster Firms in Program:	98		

The 2013 Roster year information was submitted to the Audit, Finance & Administration Committee on August 13, 2014, (Report PW14084/PED14166/FCS14056). The higher total dollar value experienced in 2014 can be attributed to the increased number of Roster assignments issued during that period.

The first year term of assignments for the 2015 - 2016 Roster (C12-07-14) period will be reported to Council in 2016.