



Hamilton

INFORMATION REPORT

TO:	Chair and Members Audit, Finance and Administration Committee
COMMITTEE DATE:	December 8, 2015
SUBJECT/REPORT NO:	2015 Third Quarter Emergency and Non-Competitive Procurements Report (FCS15014(b)) (City Wide)
WARD(S) AFFECTED:	City Wide
PREPARED BY:	Rick Male (905) 546-2424, ext. 4157
SUBMITTED BY:	Mike Zegarac General Manager Finance & Corporate Services Department
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 2015.

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 “Emergency Procurement/Non-Competitive Procurement Form” is completed by the Client Department and approved by the General Manager.

During the third quarter of 2015, there were 84 purchases totalling \$6,657,553 which were processed through the use of approved Policy 10 and 11. These are summarized in Appendix ‘A’ to Report FCS15014(b).

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The breakdown is as follows:

- 11 purchases totalling \$2,959,414 were issued under Policy 10, as “Emergency” purchases, whereby goods and services were acquired by the most expedient and economical means. The following purchases represent the largest dollar amount in this category:
 - Purchase Order 79429 for \$1,078,000 was issued to Applied Electronics Ltd. for a video replay system at CIBC Hamilton Pan Am Soccer Stadium (Tim Hortons field). Applied Electronics Ltd. was engaged as a result of critical timelines in place for completion of work and the primary contractor for stadium construction refusing to complete the work. Immediate project start was essential in order for the work to be completed by June 2015, prior to the Pan Am Games. The equipment was critical for running media needed for Pan Am Games and future professional sports events.
 - Purchase Order 79451 for \$537,564 was issued to WM Groves Ltd. for emergency water service thawing, water main repairs, and water service repairs at various locations throughout the City. Winter 2015 had resulted in increased emergency water work as a result of extended periods of extreme cold. The City’s contractor had been at max capacity requiring the City to bring in WM Groves Ltd. to assist with the increased workload for the remainder of the winter.
 - Purchase Order 79450 for \$510,875 was issued to Rankin Construction Inc. for emergency water service thawing, water main repairs, and water service repairs at various locations throughout the City. Winter 2015 had resulted in increased emergency water work as a result of extended periods of extreme cold. The City’s contractor had been at max capacity requiring the City to bring in Rankin Construction Inc. to assist with the increased workload for the remainder of the winter.
- 4 purchases totalling \$320,213 represent short-term “Extensions” of current contracts which have expired and unforeseeable circumstances have caused a delay in awarding a new contract. The following purchase represents the largest dollar amount in this category:
 - Purchase Order 75083 for \$240,000 was issued to 1502701 Ontario Ltd. o/a Moffatt Equipment Enterprises Inc. for clearing and cleaning of various storm inlets and outlets including water course bank remediation required at various locations throughout the City. The contract extension was required to provide sufficient time to issue and award a Request for Tenders in order to implement a new contract for these services.

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- 69 purchases totalling \$3,377,925 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 79511 for \$242,550 was issued to Star Security Inc. for event security for Tiger-Cats sponsored events at Tim Hortons Field. The Policy 11 approval was required to provide sufficient time to issue and award a Request for Proposals in order to implement a new contract for these services. The Request for Proposals is expected to be awarded by end of November 2015.
 - Purchase Order 79271 for \$184,000 was issued to Dillon Consulting Ltd. for the Implementation Strategy of the Airport Employment Growth District (AEGD) which includes project management, prioritization, land use integration and updates/revision to the Transportation Master Plan, Water/Wastewater Master Plan, Sub Watershed and Storm Water Management Master Plan. The Ontario Municipal Board approval for the project in February 2015 made significant amendments to the Secondary Plan for the AEGD which required significant amendments to all Master Plans prior to the Implementation Strategy being formulated. It is most cost effective and beneficial to the City to hire Dillon Consulting Ltd. as Dillon had completed the initial Master Plans and Secondary Plan for the AEGD from 2005 to 2015.
 - Purchase Order 79760 for \$161,020 was issued to Teranet Enterprises Inc. for Ontario property mapping data used by the City for mapping purposes generally in Geographic Information Systems and mapping applications. Teranet Enterprises Inc. is the sole Provincial authorized agency for creation and distribution of all parcel/property information in the Province of Ontario that is collected at the Ontario Registry Offices. This information is used extensively in the City’s Geographic Information Systems and mapping applications.
 - Purchase Order 79730 for \$118,000 was issued to ASI Group Ltd. for the replacement and upgrade of hardware and software which allows for continued radar surveillance of the Hamilton & Scourge National Historic Site, and underwater archaeological site under the ownership, protection and stewardship of the City. The radar surveillance system is designed to monitor the 750m exclusion zone around the Hamilton & Scourge shipwreck sites. Designated by the Province of Ontario as a marine archaeological site in 2006, the surveillance system allows the City to preserve the site from unauthorized visits by individuals who do not have the permission of the City and do not possess a marine archaeological license issued by the Province of Ontario. The system is not available on

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a retail basis and can only be obtained from the developer. There are no other vendors or alternative technologies at this time.

- Purchase Order 79608 for \$108,000 was issued to GDI Services (Canada) LP for cleaning services required at CIBC Hamilton Pan Am Soccer Stadium for Pan Am soccer events. The City's existing cleaning companies could not meet the mandatory Police check requirement in order to be granted accreditation for Pan Am soccer events. As such, the Pan Am committee selected GDI as being the only cleaning company that could complete the mandatory Police checks. The cost of cleaning services is to be paid back to the City by the Pam Am Committee.

- Purchase Order 78113 for \$108,000 was issued to Fruition Partners Canada Ltd. for professional consulting services to support the implementation of IT Governance in the City of Hamilton. In 2014, Fruition Partners (formerly Manta) undertook a review of the current state of Information Technology in the organization to assist in developing recommendations for IT Governance. The resulting Government Roadmap was approved by the Senior Management Team in October 2014 and utilizes a phased approach to implementation of an IT Government Framework (3 waves). This work is a continuation of the current implementation work of Wave 1 begun in February 2015.