

# INFORMATION REPORT

<b>TO:</b>	Chair and Members Audit, Finance and Administration Committee
<b>COMMITTEE DATE:</b>	April 4, 2019
<b>SUBJECT/REPORT NO:</b>	2018 Fourth Quarter Emergency and Non-competitive Procurements Report (FCS18038(c)) (City Wide)
<b>WARD(S) AFFECTED:</b>	City Wide
<b>PREPARED BY:</b>	Patricia Vasquez (905) 546-2424 Ext. 5972
<b>SUBMITTED BY:</b>	Rick Male Director, Financial Services & Corporate Controller Corporate Services
<b>SIGNATURE:</b>	

## COUNCIL DIRECTION

Council has directed Procurement 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. The report details the procurement of goods and/or services during emergency situations and those detailed in Section 4.11 – Non-Competitive Procurements for the fourth quarter 2018.

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 fourth quarter of 2018, there were 90 purchases totalling \$3,827,820.32 and 1 totalling \$10,000.00 in revenue, which were processed through the use of an approved Policy 10 or 11. These are summarized in Appendix “A” to Report FCS18038(c).

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The breakdown is as follows:

- 5 purchases totalling \$536,966.22 were issued under Policy 10, as “Emergency” purchases, whereby goods and services were acquired by the most expedient and economical means. The following purchase represent the largest dollar amount in this category:
  - Purchase Order 90504 for \$407,364.82 was issued to Rankin Construction Inc. for emergency culvert replacement on Upper Centennial as a result of a sink hole developing within the upbound lanes of the Centennial Parkway in the vicinity of Ridge Road. It was determined that the culvert beneath had failed and was in need of immediate replacement.
- 1 purchase totalling \$30,000.00 represent short-term “Extensions” of current contracts which have expired and unforeseeable circumstances have caused a delay in awarding a new contract. The following purchase represent the largest dollar amount in this category:
  - Purchase Order 87139 for \$30,000.00 was issued to D. H. Jutzi Limited for the supply of a Chemical Water Treatment Program for various City of Hamilton facilities. This extension is required to provide sufficient time to gather pertinent data and information to be included the procurement document and to complete the procurement process and award of the new contract.
- 83 purchases totalling \$3,260,854.10 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 90211 for \$248,000.00 was issued to Florchem Ltd. for the supply and delivery of Phosphoric Acid due to delays in the release of a new Tender.
  - \$241,711.70 was issued to Rankin Construction Inc. for the following work:
    - Purchase Order 86891 for \$124,556.20 was issued to Rankin Construction Inc. for North End Traffic Management Plan to complete the redesign and additional work required resulting from engagement of residents with the Councillor during implementation and construction.

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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.

- Purchase Order 90057 for \$117,155.50 was issued to Rankin Construction Inc. for the construction of underground traffic signal infrastructure at Mohawk Road East and East 45<sup>th</sup> Street, a very busy location, often with heavy traffic volumes and speeding.
- \$166,075.90 was issued to AIM CCF Hamilton Inc. for the following work:
  - Purchase Order 90310 for \$102,306.40 was issued to AIM CCF Hamilton Inc. for the supply, installation and commissioning improvements to the Spray Nozzle System in the water scrubber at Hamilton CCF. Services are required to modify the existing water scrubber that is used for humidifying air entering the CCF bio-filter. The urgency for this additional work to be completed is to allow for the controlled reopening of CCF.
  - Purchase Order 90266 for \$63,769.50 was issued to AIM CCF Hamilton Inc. for the supply, installation and commissioning of a temporary Portable Incline Belt Conveyor. The urgency that this additional equipment is installed is to allow for the controlled reopening of the CCF.
- Purchase Order 90331 for \$130,000.00 was issued to Ottawa Key Shop, (licensed dealer for the Kaba Peaks system - interior master key system in various EFFM managed facilities) in order to give EFFM/Corporate Security Specialist time to continue his review and subsequent formulation of action plans to move forward with a competitive process for the services.
- Purchase Order 90313 for \$130,000.00 was issued to Renewi Canada Ltd. to provide transferring and processing of source separated organics through the City's Green Bin Program during the compost facility closure as well as during the controlled reopening to increase diversion from landfill.
- Purchase Order 90187 for \$116,147.65 was issued to Softchoice Corporation for the supply and delivery of Adobe software products on an annual subscription-based payment process in order for the City to receive preferred pricing, as the licensing model for Adobe products changed and it's no longer possible to purchase perpetual licenses.
- Purchase Order 89830 for \$110,000.00 was issued to Vision Works for the supply and delivery of Vision Screening Services to senior kindergarten students as a pilot project to ensure compliance with the modernized

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Ontario Public Health Standards Child Visual Health and Vision Screen Protocol (2018). Thereafter, Public Health staff will present a program recommendation report and budget requests to the Board of Health in which, upon approval, a competitive process will be undertaken.

- Purchase Order 88897 for \$105,035.00 was issued to SNC Lavalin Inc. who was hired previously to develop a remedial action plan for Central Park which included risk assessment and risk management measures. Their original proposal identified there would be additional site investigations required and after review of all data, there was more field work required than originally anticipated. This is required to be completed to ensure all soil conditions are captured to adequately characterize the site so the reporting will satisfy the MOECC.

## **APPENDICES AND SCHEDULES ATTACHED**

Appendix “A” to Report FCS18038(c) - Fourth Quarter Emergency and Non-Competitive Procurements Report.

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