



INFORMATION REPORT

TO:	Chair and Members Audit, Finance and Administration Committee
COMMITTEE DATE:	August 13, 2020
SUBJECT/REPORT NO:	2020 First Quarter Emergency and Non-competitive Procurements Report (FCS20034) (City Wide)
WARD(S) AFFECTED:	City Wide
PREPARED BY:	Patricia Vasquez (905) 546-2424 Ext. 5972
SUBMITTED BY:	Rick Male Director, Financial Services and Taxation & Corporate Controller Corporate Services Department
SIGNATURE:	

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 first quarter of 2020.

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.

Committee and Council are advised that procurements made under a Policy 10 due to COVID 19 have not been reported in this quarterly report. All COVID related procurements will be reported separately by staff.

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During the first quarter of 2020, there were 92 purchases totalling \$5,539,223.23, which were processed through the use of an approved Policy 10 or 11. These are summarized in Appendix "A" to Report FCS20034.

The breakdown are as follows:

- 8 purchases totalling \$754,303.49 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 93473 for \$271,005.11 was issued to Clearwater Structures Inc. to perform emergency works at Bridge 452 - Centennial Parkway as a result of a series of concrete cracks along the main grinders and broken stirrups which had the potential to create sudden shear failure.
 - \$210,075.47 was issued to Rankin Construction Inc. for the following work:
 - Purchase Order 93508 for \$123,420.47 was issued to repair the overhead sign structures on the Lincoln Alexander Parkway that have derationed structurally, and emergency removal of catwalks attached to the overhead sign structure.
 - Purchase Order 93820 for \$86,655.00 was issued to supply and install 120 meters of jersey barriers wall and fencing protection along the Kenilworth access to prevent falling rocks from entering the roadway.
 - Purchase Order 93780 for \$116,608.13 was issued to Dillion Consulting Ltd. to analyze and design the beam/grinder repairs for Bridge 452 - Centennial Parkway as well as provide contract administration and construction inspection services during the execution of construction works performed by Clearwater Structure Inc. as a result of a series of concrete cracks identified along the main grinders and broken stirrups which had the potential to create sudden shear failure.
- 16 purchases totalling \$1,518,170.00 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 68116 was increased by \$550,000.00 to Bridgestone Canada Inc. for the leasing of tires for Hamilton Transit. A report regarding lease versus buy was completed and it was determined that more information is required

before proceeding with a tender. An extension to the current contract will provide the time required for a consultant's report to be completed and an updated recommendation on lease versus buy to be presented to Council.

- Purchase Order 93550 was increased by \$250,170.00 to Hamilton Physiotherapy Clinic for providing physiotherapy and rehabilitation services to Macassa and Wentworth Long Term Care homes. This extension is required to provide sufficient time to complete the procurement process and award a new contract.
- Purchase Order 93995 for \$200,000.00 was issued to Star Security Inc. for the provision of security and cashiering at Tim Hortons field. An extension to the current contract will provide the time required by department to research new specifications in order to improve the services associated with events securities.
- 68 purchases totalling \$3,266,749.74 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:
 - Purchase Order 93765 for \$246,050.00 was issued to Siemens Canada Ltd. to supply, deliver and install all equipment including storage associated with the video surveillance system for the new ISD building. The storage component is critical to the operation of the system and was not part of initial tender. Purchasing the equipment and related services from one vendor allow them to take full responsibility of the solution in the event of technical issues that arise.
 - Purchase Order 91856 for \$242,500.00 was issued to Newman Bros. Ltd. to supply and deliver additional scope of exterior works at Mountain Transit Centre. The additional work included perimeter fencing, mechanical and electrical upgrades which had to be completed prior to Public Transit Infrastructure Funding deadline of March 31, 2020.
 - \$143,800.00 was issued to GM BluePlan Engineering Ltd. for the following work:
 - Purchase Order 90102 for \$103,860.00 was issued to supply and deliver additional engineering services for the Airport Employment Growth District servicing analysis. Additional support is required for continued monitoring of growth and service demands in Airport Employment Growth District as well as capital strategies moving forward on a priority timeline.

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- Purchase Order 83641 for \$39,940.00 was issued to supply and deliver additional engineering services to summarize works accomplished and archiving the LRT and Intensification Areas Wastewater System Analysis.
- Purchase Order 93973 for \$139,590.88 was issued to Turf Care Products Canada Ltd., to supply and deliver a Toro single wide area mower. Parks and Cemeteries will use the mower to facilitate a pilot project to measure repair costs, downtime and performance of new and same model year, 18' wide area mower compared to our existing Jacobsen single wide area mowers. The project objective is to accurately measure the total cost of ownership of each brand.
- Purchase Order 93801 for \$139,483.35 was issued to Cubex Limited to supply and deliver a Matieu MC110 Gas Sub-Compact Sweeper. The existing 2007 HAKO unit required replacement as it had reached the end of its life cycle contributing to increasing operational costs and mechanical breakdowns. During 2019, several other makes and models of sidewalk sweepers have been demonstrated and tested but did not meet the operational requirements expectations due to manual adjustments, unit reliability and not user friendly.
- Purchase Order 93983 for \$135,193.00 was issued to Fleetmind Seon Solutions Inc., to supply and deliver Remote Camera Software for HSR buses. The software will automate the download of camera footage for investigation since downloaded footage require by Hamilton Police has increased recently to the point that manual swaps are not sustainable.
- Purchase Order 91174 for \$125,000.00 was issued to Brook Restoration Ltd. to supply and deliver construction specification and related costs for the Roof Replacement of the Rose/Oak wing at Wentworth Lodge. Prior to awarding this additional work, the vendor had recently been awarded the tender for recladding of exterior walls at Wentworth Lodge. Although the related roofing work and capital funding was not known to Facilities staff at the time of the tender, it was identified that there was benefit in having Brook complete the additional work.

APPENDICES AND SCHEDULES ATTACHED

Appendix "A" to Report FCS20034 – First Quarter Emergency and Non-Competitive Procurements Report

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