



Hamilton

INFORMATION REPORT

TO:	Chair and Members Audit, Finance and Administration Committee
COMMITTEE DATE:	December 10, 2020
SUBJECT/REPORT NO:	2020 Third Quarter Emergency and Non-competitive Procurements Report (FCS20034(b)) (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 third 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-19 related procurements will be reported separately by staff.

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.

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During the third quarter of 2020, there were 58 purchases totalling \$3,824,026.89, which were processed using an approved Policy 10 or 11. These are summarized in Appendix "A" to Report FCS20034(b).

The breakdown are as follows:

- 9 purchases totalling \$838,946.48 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 94988 for \$248,640.00 was issued to Moffatt Equipment to perform emergency works throughout the City of Hamilton (City) as a result of extreme wet weather flows and high lake level conditions. Works include pumping, cleaning inlets and outlets and drainage improvements.
 - Purchase Order 95246 for \$211,300.00 was issued to Schindler Elevator Corporation for emergency repairs of the Stoney Creek City Hall passenger elevator. Works include replacement of hydraulic cylinder and drilling of new casing.
 - Purchase Order 95099 for \$128,336.00 was issued to 714794 Ontario Ltd. o/a LM Enterprise to perform emergency works to daylight storm sewer to support a structural assessment and make any repairs necessary along with provide traffic control. The west curb lane on Ottawa Street between Industrial Street and Burlington Street was experiencing significant settlement. This was located above a large storm sewer that CCTV inspections indicated potential for failure and more inspections were necessary.
 - Purchase Order 95130 for \$122,587.32 was issued to SLR Consulting (Canada) Ltd. to perform emergency services required for the Cootes Paradise environmental impact evaluation as required. The order was issued to the City by the Ministry of Environment, Conservation and Parks. The Ministry had added a new scope of environmental assessments related to unintended discharge of wastewater from the Main/King combined sewer overflow tank.
- 6 purchases totalling \$312,468.61 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:

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- Purchase Order 81109 was increased by \$145,000.00 to Day Communications Group Inc. for recruitment advertising on external sites such as LinkedIn, Municipal World and Indeed until September 2021. This extension is required to provide sufficient time to complete the procurement process and award a new contract.
- Purchase Order 95165 was increased by \$134,284.92 to CDW Canada Corp. for Microsoft Desktop and Data Centre licenses. This extension is required to provide sufficient time to complete the procurement process and award a new contract.
- 43 purchases totalling \$2,672,611.80 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 91194 for \$249,999.00 was issued to Cole Engineering Group Ltd. to provide consulting services for the detailed design and investigative services of the sanitary trunk sewer along Dickenson Road. The recommended phase 3 investigative service works included additional geotechnical bore holes, new nested wells, expanded private well survey to 3km radius, groundwater sanitary discharge testing and hydrogen sulfide gas sampling. This work is being single sourced as a result of the additional work added to the contract not being included in the RFP.
 - Purchase Order 95105 for \$200,000.00 was issued to GM Blueplan Engineering Ltd. to provide consulting engineering services to prepare a Chedoke Creek improvement study, including engagement and facilitation of key stakeholders, technical review, development of recommended solutions and an implementation plan. GM BluePlan has the knowledge of the City’s drainage system from previous work completed which should provide time and cost efficiencies to the City by retaining them for this work.
 - Purchase Order 95109 for \$187,246.32 was issued to Kerr Industries Ltd. to supply, install and upfit the 2020 police vehicles with emergency equipment. Kerr Industries Ltd. is responsible for the factory installation of police emergency equipment for Ford Canada.
 - Purchase Order 95126 for \$180,000.00 was issued to Black Creek Contracting to supply, install and maintain containment booms in watercourses to capture floatable waste that is discharged from the City's combined sewer system. Black Creek Contracting is the only contractor with experience installing and maintaining booms in the City of Hamilton.

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- Purchase Order 95137 for \$161,690.00 was issued to Skyway Lawn Equipment Ltd. (Skyway) to supply and deliver golf carts for Hamilton Civic Golf Courses. In 2015, the City had purchased 127 golf carts from Skyway. Of the 127 golf carts, 45 were bought back by Skyway. As the provision of golf carts is important to the successful operation of the golf courses, negotiations with Skyway was completed to keep the remaining 82 golf carts as rentals for the 2020 golf season.
- Purchase Order 95017 for \$150,000.00 was issued to Hamilton Bike Share Inc. to supply and deliver the operation of Hamilton’s Bike Share program with private donations. Council has approved Hamilton Bike Share Inc. as the operator of Hamilton’s bikeshare program through February 2021 at no cost to the taxpayer. In addition, several private donations are permitted to be received by the City of Hamilton for the operations of the bikeshare program. These funds need to be distributed to Hamilton Bike Share Inc. for the continued operations of the bikeshare program.
- Purchase Order 94827 for \$100,000.00 was issued to Directrik Inc. to supply and deliver OEM parts and services for Seepex Inc. Directrik is the authorized Seepex Inc. supplier for Southwestern Ontario for the municipal markets.
- Purchase Order 94838 for \$100,000.00 was issued to Parsons Precast Inc. to manufacture, supply and deliver 600 concrete pre-cast cycling curbs. Parsons Precast Inc. is the only vendor who has pre-cast forms and can fabricate concrete cycling separation curbs.

APPENDICES AND SCHEDULES ATTACHED

Appendix “A” to Report FCS20034(b) – Third Quarter Emergency and Non-Competitive Procurements Report

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