

CITY OF HAMILTON

**PUBLIC WORKS DEPARTMENT
Engineering Services Division**

TO: Chair and Members Public Works Committee	WARD(S) AFFECTED: CITY WIDE
COMMITTEE DATE: April 8, 2013	
SUBJECT/REPORT NO: Standardization of Equipment, Supplies and Support Services (PW13027) - (City Wide)	
SUBMITTED BY: Gerry Davis, CMA General Manager Public Works Department	PREPARED BY: Gord McGuire (905) 546-2424, Extension 2439
SIGNATURE:	

RECOMMENDATION

- (a) That the field survey equipment, supplies and office related systems, listed in Appendix "A" to Report PW13027, be approved as a standard;
- (b) That the vendors listed in Appendix "A" to Report PW13027 be approved as the single source of supply for the listed equipment and supplies;
- (c) That the General Manager of Public Works, or his delegate, be authorized to negotiate a house account with each vendor listed in Appendix "A" to Report PW13027;
- (d) That the General Manager of Public Works, or his designate, be authorized and directed to enter into and sign on behalf of the City of Hamilton, all negotiated agreements and all necessary associated documents with the vendors listed in Appendix "A" to Report PW13027 with content acceptable to the General Manager of Public Works, and in a form satisfactory to the City Solicitor.

EXECUTIVE SUMMARY

Pursuant to the Corporate Procurement Policy, Section 4.14, "Policy for Standardization" this report seeks to establish a standard for the Engineering Services Division for equipment, office hardware and software which is currently supplied by the vendors listed Appendix "A" to Report PW13027. This equipment and software is the

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focal point of our business in supplying field survey services, mapping, engineering plan production and plotting to various client groups within the City of Hamilton.

Alternatives for Consideration - See Page 3

FINANCIAL / STAFFING / LEGAL IMPLICATIONS

Financial: N/A

Staffing: N/A

Legal: Legal Services has provided input for negotiated contractual arrangements with the named vendors.

HISTORICAL BACKGROUND

Since 1999, the City has exclusively obtained Trimble hardware due to their patent on active tracking technology and integration with data collection systems Cansel Survey Equipment Inc. the single source vendor of the systems we have acquired.

Using Trimble technologies the Engineering Services Division has calibrated the positioning requirements for the geographic extents of the City to model out inconsistencies in horizontal and vertical control placements. This calibration set is proprietary to the Trimble hardware and is a mandatory element in complying with positional requirements of the Association of Ontario Land Surveyors as per Ontario Regulation 216/10 of the Surveyors Act.

The City has been using Bentley Systems Incorporated Microstation since 1994 and the Engineering Services Division has standardized on all the engineering solutions these firms offer. All roster consultants and mapping contracts are required to operate and deliver in this product format.

The City has been using Microsurvey Survey Inc. calculation tools since 1990 and this product is the basis of all legal survey services in the Corporation. It provides all relevant calculations and mathematical closure routines required to create and register a regulated plan of survey at the Registry Office.

OCE Canada Inc. has been the supplier of the Engineering Services Division contract plot system since 2000. This vendor also provides supplies, maintenance and on-going hardware upgrades to ensure the systems are current and meet production requirements.

Lighting Analysts, Inc. have supplied the City street light analysis systems since 2009. The products include AGi32 which is used for lighting design, specifically modelling and predicting lit environments. They also supply Photometric Toolbox, which is a product that is used as a stand-alone or supplemental program to AGi32. It provides evaluation and analysis of luminaire photometry in lighting design applications.

POLICY IMPLICATIONS/LEGISLATED REQUIREMENTS

Procurement Policy #14 - Policy for Standardization requires that approval Council be obtained before a standard is established. Where the establishment of a standard will result in a single source purchase, that purchase shall also be approved by Council.

RELEVANT CONSULTATION

In previous years these system purchases were managed through the use of Policy 11- Non-competitive Procurement procedures. In order to reduce the use of Policy 11 negotiation requests to continue to acquire maintenance or additional hardware and software through these suppliers, the Procurement Section recommends that this report be brought forward.

ANALYSIS / RATIONALE FOR RECOMMENDATION

The use of these systems is highly ingrained in staff and is the backbone in the delivery of field work, processing, calculating, drafting, design and plotting of engineering and legal surveying projects. Front line staff that use these systems are fluent and efficient in all aspects of the systems and provides an ease of operation and functionality that accelerates project delivery, while maintaining high quality deliverables.

Through the combination of these systems staff has increased the average annual output of engineering plans by a factor of 2 while reducing the number of FTE's directly assigned to those tasks over the last 10 years by a similar amount.

ALTERNATIVES FOR CONSIDERATION

The initial process for acquiring new goods and services is a competitive bid process based on a set of criteria. Through similar processes in the past the City has acquired all the above systems and has standardized their use throughout Public Works.

To re-tender additional pieces of these systems through the competitive process would simply create more effort for Procurement and Public Works staff. These systems are considered OEM and they are sourced through the listed suppliers.

ALIGNMENT TO THE 2012 - 2015 STRATEGIC PLAN

Strategic Priority #2

Valued & Sustainable Services

WE deliver high quality services that meet citizen needs and expectations, in a cost effective and responsible manner.

Strategic Objective

2.1 Implement processes to improve services, leverage technology and validate cost effectiveness and efficiencies across the Corporation.

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2.4 Use of existing software and hardware platforms has supported the development of a systematic approach to delivering of the City's capital and operating programs.

Through standard field and office products we streamline staff time and maximize the value of our internal resources to the Corporation.

APPENDICES / SCHEDULES

Appendix A: Single Source parts / supplies, equipment and services for the Engineering Services Division

**APPENDIX A
REPORT PW13027**

**Supplies, Equipment and Services for the
City of Hamilton Engineering Services Division**

Supplier	Product	Service
Cansel Canada	Trimble Hardware and software systems	CanNet GPS correction service subscription
Bentley systems	Microstation, ProjectWise, InRoads, WaterCAD, WaterGems, Various other packages	Professional Services to develop process improvements on existing platform software
Hexagon AB	Microsurvey legal survey calculating package	
OCE Canada	Large format plotter / scanner systems and supplies	Maintenance for existing systems
Lighting Analysts	AGi32 and Photometric Toolbox	