

INFORMATION REPORT

TO: Chair and Members Audit, Finance and Administration Committee	WARD(S) AFFECTED: CITY WIDE
COMMITTEE DATE: June 10, 2013	
SUBJECT/REPORT NO: 2013 First Quarter Emergency and Non-competitive Procurements Report (FCS13014) (City Wide)	
SUBMITTED BY: Mike Zegarac Acting General Manager Finance & Corporate Services	PREPARED BY: Rick Male (905) 546 2424 ext. 4157
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 first quarter 2013.

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 “Request to Use the Non-competitive Procurements/Emergency Reporting Form” is completed by the Client Department and approved by the General Manager.

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There are 84 purchases totalling \$4,320,877 detailed in this report. 83 purchases totalling \$4,301,377 were approved during the first quarter of 2013. One purchase in the amount of \$19,500 was processed during the fourth quarter of 2012 but is included in this report as it was not previously reported. These are summarized in Appendix 'A' to report FCS13014.

The breakdown is as follows:

- Seven purchases totalling \$296,931 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 68260 for \$135,000 was issued to James Kemp Construction Limited. Mould was identified in the shower areas of the 6 tub rooms at Macassa Lodge. The removal of the mould was required immediately to protect the health and safety of residents and staff. The new shower walls should prevent this from happening again in the future.
- Seven purchases totalling \$506,000 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:
 - Contract C5-04-10 Refrigeration Maintenance Services within the City of Hamilton Arenas As and When Required was extended until July 2013 to Cimco Refrigeration for \$180,000. This contract extension will provide sufficient time to prepare the specifications and issue a Request for Tenders.
- 70 purchases totalling \$3,517,946 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:
 - Following a Request for Pre-Qualifications process for the supply of Coagulant Chemical products for the Woodward Water Treatment Plant, the City received only one submission from Kemira Water Solutions Canada Inc. A Request for Proposals could not be issued if Kemira Water Solutions Canada Inc. would be the only successful pre-qualified applicant. Purchase order 69151 for \$198,200 was issued to Kemira Water Solutions Canada Inc. to single source a 6 month supply of chemical products. A report for the future supply of the chemical products will be presented for Council approval.

- Hammond Power Solutions Inc. was approved as the single source for the 4,000 kVA transformer for the Central Utilities Plant's (CUP) 600/347 volts electrical distribution system. The transformer is required as a back-up to the new transformer installed at the CUP on February 16, 2013. The back-up transformer will be an identical make and model as the current transformer that was secured through a competitive Request for Proposals process in 2012. The back-up transformer is required to provide 100% redundancy for electricity supply to the CUP's customers. Staff had to wait for 2013 capital budget approvals to purchase the back-up transformer. The transformer will cost \$175,000.
- Purchase order 69050 for \$165,000 was issued to The Beer Store to supply beer products for the 2013 season for Chedoke and King's Forest golf courses.

Requests for Quotations, Tenders and Proposals are issued to encourage the competitive bidding process with objective and equitable treatment of all vendors, in accordance with the Procurement Policy approved by Council.

PO No.	Type	Amount	Name	Department/Division
City Manager's Office				
68490	SGLE	\$ 158,400.00	PARKLANE SYSTEMS	Human Resources
CityHousing Hamilton				
60091	SGLE	\$ 48,000.00	THIER & CURRAN ARCHITECTS	City of Hamilton Housing
Corporate Services				
69347	SGLE	\$ 46,180.00	KEVIN CHRISTENSON	Finance Corporate Mgmt Service
Manual10	EXTN	\$ 50,000.00	GRAND & TOY LIMITED	Financial Services
69407	SGLE	\$ 60,000.00	BLOOMBERG FINANCE LP	Finance Corporate Mgmt Service
Manual4	EXTN	\$ 65,000.00	GRAND & TOY LIMITED	Financial Services
Manual7	SGLE	\$ 68,400.00	ROYAL BANK	Provincial Offences Administration
Community Services				
68639	SGLE	\$ 10,000.00	ECOLAB LTD	Wentworth Lodge
68814	EMER	\$ 10,346.77	BINBROOK PLUMBING & HEATING (1997) LTD.	Recreation
67359	SGLE	\$ 12,000.00	AQUALIBRIUM WATER TECHNOLOGIES LTD	Recreation
67359	SGLE	\$ 12,000.00	AQUALIBRIUM WATER TECHNOLOGIES LTD	Recreation
69661	SGLE	\$ 14,375.00	BRENDA SYMONS-MOULTON	Housing Services Division
68370	SGLE	\$ 15,000.00	ECOLAB LTD	Macassa Lodge
69251	SGLE	\$ 18,000.00	OIL FILTRATION SPECIALIST INC	Emergency Services
69043	SGLE	\$ 20,000.00	AQUALIBRIUM WATER TECHNOLOGIES LTD	Recreation
68646	EMER	\$ 23,000.00	MOORE ENVIRONMENTAL SYSTEMS LIMITED	Macassa Lodge
69051	SGLE	\$ 25,000.00	LIQUOR CONTROL BOARD OF ONTARIO	Recreation
69377	SGLE	\$ 28,663.50	ACKLANDS-GRAINGER INC.	Emergency Services
68813	EXTN	\$ 35,000.00	CARDINAL HEALTH CANADA INC	Wentworth Lodge
68602	SGLE	\$ 43,040.00	SPECIALTY FURNITURE INC	Wentworth Lodge
65334	SGLE	\$ 49,000.00	TRIPLE CROWN ENTERPRISES LTD	Recreation
68943	SGLE	\$ 49,000.00	COMPRESSION TECHNOLOGY CORPORATION	Recreation
68442	EXTN	\$ 50,000.00	CARDINAL HEALTH CANADA INC	Macassa Lodge
69252	SGLE	\$ 55,000.00	EASTGATE FORD SALES & SERVICE (1982) COMPANY	Emergency Services

PO No.	Type	Amount	Name	Department/Division
69348	SGLE	\$ 55,000.00	ITS HAMILTON	Employment and Income Support
69514	SGLE	\$ 60,000.00	ENVIRONMENT HAMILTON	Employment and Income Support
68647	SGLE	\$ 90,000.00	APETITO CANADA LIMITED	Macassa Lodge
69487	SGLE	\$ 90,000.00	GFS CANADA COMPANY	Recreation
68260	EMER	\$ 135,000.00	JAMES KEMP CONSTRUCTION LIMITED	Macassa Lodge
69117	SGLE	\$ 154,994.00	ACTIVE NETWORK LTD	Recreation
69050	SGLE	\$ 165,000.00	THE BEER STORE	Recreation
69187	EXTN	\$ 180,000.00	CIMCO REFRIGERATION	Recreation
HECFI				
67558	SGLE	\$ 15,000.00	2WA CONSULTING INC.	HECFI
Planning and Economic Development				
69311	SGLE	\$ 12,540.00	CANADIAN CONSERVATION INSTITUTE	Culture
69534	SGLE	\$ 17,500.00	CONTINUUM PRODUCTIONS INC	Economic Development
69533	SGLE	\$ 19,390.00	ADESSO DESIGN	Economic Development
68744	SGLE	\$ 19,800.00	ADELPHI PAPER HANGINGS, LLC	Culture
69547	SGLE	\$ 32,000.00	ASI GROUP LTD	Culture
Police				
68272	SGLE	\$ 15,950.00	RHODDY DESIGN INC	Police
68918	SGLE	\$ 18,151.00	COMTREE INC.	Police
68482	SGLE	\$ 20,000.00	CARSWELL	Police
68481	SGLE	\$ 25,000.00	M D CHARLTON CO LTD	Police
68920	SGLE	\$ 27,000.00	ESRI CANADA LIMITED	Police
68755	SGLE	\$ 110,000.00	PACIFIC SAFETY PRODUCTS INC.	Police
Public Health				
68671	SGLE	\$ 49,547.00	YORK UNIVERSITY	Planning and Business Improvement
68676	SGLE	\$ 50,000.00	BRANT COUNTY HEALTH UNIT	Healthy Living Division
68677	SGLE	\$ 50,000.00	HALDIMAND-NORFOLK HEALTH UNIT	Healthy Living Division
68678	SGLE	\$ 50,000.00	HALTON REGIONAL HEALTH DEPARTMENT	Healthy Living Division
68680	SGLE	\$ 50,000.00	WELLINGTON-DUFFERIN-GUELPH PUBLIC HEALTH	Healthy Living Division
68681	SGLE	\$ 50,000.00	REGION OF WATERLOO	Healthy Living Division

PO No.	Type	Amount	Name	Department/Division
68679	SGLE	\$ 60,000.00	NIAGARA REGION PUBLIC HEALTH	Healthy Living Division
69201	SGLE	\$ 81,000.00	MCMASTER UNIVERSITY	Health Protection Division
Public Works - Corporate Assets & Strategic Planning				
49924	SGLE	\$ 10,500.00	DOUGAN & ASSOCIATES ECOLOGICAL	Environment & Sustainable Infrastructure
Manual1	SGLE	\$ 18,000.00	ALTRUCK INTERNATIONAL TRUCK CENTRE	Central Fleet
68780	EMER	\$ 18,500.00	L M ENTERPRISES	Central Fleet
68471	SGLE	\$ 19,500.00	HORIZANT INC	Central Fleet
68256	SGLE	\$ 19,986.26	BENTLEY SYSTEMS INC.	Environment & Sustainable Infrastructure
68530	EMER	\$ 22,419.00	BLACK & MCDONALD LIMITED	Central Fleet
69099	EMER	\$ 26,105.00	WATT WORX ELECTRICAL CORP	Central Fleet
Manual8	SGLE	\$ 30,000.00	TEKWORX, LLC	Office of Energy Initiatives
Manual6	EXTN	\$ 31,000.00	KENILWORTH SPRING AND SUSPENSION	Central Fleet
69662	SGLE	\$ 49,000.00	AUSTIN CARROLL POOL CONSTRUCTION LTD.	Central Fleet
65246	SGLE	\$ 49,000.00	TRIPLE CROWN ENTERPRISES LTD	Facilities Management & Capital Programs
68785	SGLE	\$ 50,000.00	HAMILTON COMMUNITY ENERGY	Central Fleet
Manual9	SGLE	\$ 60,000.00	WATERPLAY SOLUTIONS CORPORATION	Landscape Architecture Services
69026	SGLE	\$ 65,000.00	GREEN VENTURE	Environment & Sustainable Infrastructure
68303	EXTN	\$ 95,000.00	TOROMONT INDUSTRIES LTD.	Central Fleet
Manual3	SGLE	\$ 95,000.00	CINO'S AUTO REPAIR	Central Fleet
Manual2	SGLE	\$ 95,000.00	BARTON TRUCK CENTRE	Central Fleet
Manual5	SGLE	\$ 175,000.00	HAMMOND POWER SOLUTIONS INC.	Office of Energy Initiatives
Public Works - Engineering Services				
28511	SGLE	\$ 71,000.00	HATCH MOTT MACDONALD	Engineering Services
Public Works - Hamilton Water				
69149	SGLE	\$ 20,000.00	VWR INTERNATIONAL LTD.	Water and Wastewater
69150	SGLE	\$ 20,000.00	XCG TRAINING AND OPERATION	Water and Wastewater
62585	SGLE	\$ 25,000.00	ANCO CHEMICALS INC	Water and Wastewater

PO No.	Type	Amount	Name	Department/Division
68702	SGLE	\$ 25,000.00	EUGENE MARTINELLO	Water and Wastewater
68962	SGLE	\$ 48,100.00	DELTA CONTROLS INC	Water and Wastewater
69151	SGLE	\$ 198,200.00	KEMIRA WATER SOLUTIONS CANADA INC	Water and Wastewater
Public Works - Operations				
69315	SGLE	\$ 26,900.00	AMS INC	Operations & Waste Management
68309	SGLE	\$ 35,000.00	TRIPLE W ENTERPRISES	Operations & Waste Management
68739	SGLE	\$ 39,999.33	BALL SEED	Operations & Waste Management
68658	EMER	\$ 61,560.00	DUFFERIN CONSTRUCTION CO.	Operations & Waste Management
Public Works - Transportation				
69577	SGLE	\$ 20,500.00	GREEN VENTURE	Transit
69174	SGLE	\$ 58,080.00	MENTOR ENGINEERING INC.	Transit
68498	SGLE	\$ 74,250.00	URBANTRANS NORTH AMERICA	Transit