

The Regional Municipality of York

Housing York Inc.
October 6, 2016

Report of the
General Manager

Quarterly Contract Awards Report
April 1, 2016 to June 30, 2016

1. Recommendation

It is recommended that the Board receive this report for information.

2. Purpose

This report provides the Board of Directors with information on contracts over \$100,000 awarded during the second quarter of 2016, April 1, 2016 to June 30, 2016, as required by the Purchasing Bylaw.

3. Background

The Purchasing By-law requires quarterly reporting of contract awards over \$100,000

The Purchasing By-law requires contract awards be reported quarterly.

The By-law also requires goods and services exceeding \$100,000 be purchased through a request for proposal or tender. The By-law's terms and conditions approved by the Board are:

- Housing York Inc. (Housing York) will use the Region's Supplies and Services Branch as its agent to facilitate the issuance of requests for tenders, proposals, expressions of interest and pre-qualification. The General Manager will report to the Board and make the award.

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- The call for tenders and proposals documentation shall be circulated and advertised in as wide and extensive a manner as will ensure the most competitive responses.
- Every tender and proposal received will be opened in public, at a specific date and time, and a written record of all bids received will be made.
- The evaluation of all bids received shall be fair and complete.
- Any irregularities, except those specifically identified in the Tender/Proposal Procedures portion of the bid documentation, shall be referred to the Bid Review Committee.

The President has the authority to award capital work projects provided that:

- The award is made to the lowest successful bidder
- Total cost does not exceed \$500,000

4. Analysis and Implications

Table 1 provides a list of the contracts that were awarded by the President.

Table 1
2016 Second Quarter Tender Awards

Contract	Description	Property	Number of Respondents	Vendor	Amount (\$)
T-16-25	Elevator Modernization	Fairy Lake Gardens and Evergreen Terrace	2	Elevator One Inc.	203,828.00
T-16-26	Parking Lot Replacement and Lighting Upgrade	Fairy Lake Gardens and Hadley Grange	15	Mopal Construction Ltd.	464,200.00
T-16-30	Kitchen Replacements (87 units)	Rosetown	7	633383 Ontario Inc. c/o Amato & Son Aluminum & Glass	320,720.00
T-16-34	Replacement of Underground Parking Garage Ramp and Ramp Wall	Heritage East	11	GMP Contracting	364,332.63

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Contract	Description	Property	Number of Respondents	Vendor	Amount (\$)
T-16-46	Kitchen Replacements (49 units)	Springbrook Gardens	7	Tri Star Disaster Restoration Inc.	179,900.00
T-16-47	Kitchen Replacements (54 units)	Mulock Village	5	Tri Star Disaster Restoration Inc.	290,100.00
TOTAL					1,823,080.63

There were no tender awards exceeding \$100,000 in the first quarter of 2016.

5. Financial Implications

All items awarded are included in the 2016 Budget. There are no other financial implications.

6. Local Municipal Impact

The tendered work ensures that Housing York properties are well maintained and optimize the life expectancy and operational efficiency of the facilities and related equipment.

7. Conclusion

The President has delegated authority to award tender and proposal contracts up to \$500,000 under Purchasing By-law No. 6-14, provided that certain conditions are met. A report is submitted quarterly to advise the Board of contract awards under this authority.

The tenders awarded in the second quarter of 2016 equal a total of \$1,823,080.63.

For more information on this report, please contact Rick Farrell, General Manager at ext. 72091.

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The Senior Management Group has reviewed this report.

Recommended by:

Approved for Submission:

Rick Farrell
General Manager

Adelina Urbanski
President

September 22, 2016

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Accessible formats or communication supports are available upon request