

Staff Report



Financial Services Department

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REPORT TO: Committee of the Whole

DATE OF MEETING: October 16, 2023

SUBMITTED BY: Ryan Scott, Chief Procurement Officer, 519-741-2200 ext. 7214

PREPARED BY: Ryan Scott, Chief Procurement Officer, 519-741-2200 ext. 7214

WARD(S) INVOLVED: N/A

DATE OF REPORT: October 10, 2023

REPORT NO.: FIN-2023-473

SUBJECT: Summary of Bid Solicitations Approved by the Chief Procurement Officer (July 1, 2023 – September 30, 2023)

RECOMMENDATION:

For Information

REPORT HIGHLIGHTS:

- The purpose of this report is to provide a quarterly update on Procurements that have been approved through delegated authority in accordance with the Procurement By-law 2022-109.
- There were twenty-two (22) bid solicitations approved in this quarter.
- This report supports the delivery of core services.

BACKGROUND:

In accordance with Procurement By-law 2022-109 (Chapter 170 Municipal Code), section 27.1. "The CPO must submit quarterly procurement information reports to Council to provide the following information about the City's procurement activities:

- a) The circumstances and details of approved procurements exceeding \$120,000 in value, under delegated authority of the CPO; and
- b) the circumstances and details of any emergency purchase(s) with a procurement value exceeding \$120,000."

REPORT:

Attachment 1 is a listing of the twenty-two (22) approved bid solicitations for Council's information.

STRATEGIC PLAN ALIGNMENT:

This report supports the delivery of core services.

FINANCIAL IMPLICATIONS:

All bid solicitations awarded by the Chief Procurement Officer, were within approved budgets, or were approved in accordance with the budget control policy.

COMMUNITY ENGAGEMENT:

INFORM – This report has been posted to the City’s website with the agenda in advance of the council / committee meeting.

PREVIOUS REPORTS/AUTHORITIES:

There are no previous reports/authorities related to this matter.

APPROVED BY: Jonathan Lautenbach, Chief Financial Officer, Financial Services Department

ATTACHMENTS:

Attachment 1 – Listing of Approved Bid Solicitations (July 1, 2023 – September 30, 2023)

Attachment 1 – Listing of Approved Bid Solicitations (July 1, 2023 – September 30, 2023)

Solicitation #	Solicitation Name	Awarded Supplier	Budget Amount	Award Amount (Exclusive of HST)
Q23-026	Grand River Canoe Access - Otterbein Site Work	Greenbrier Landscaping Inc, Ayr, Ontario	\$230,000.00	\$203,257.00**
P23-027	Teams Telephony Phone System	Telus Communications Inc., Toronto, Ontario	Funded from TIS reserve	\$436,904.91*
Q23-039	Detweiler Greenway - Trail Improvements	5 Star Paving (Cambridge) Inc, Cambridge, Ontario	\$358,851.84	\$168,204.59**
Q23-062	Kent Avenue Watermain Replacement	E. & E. Seegmiller Limited, Kitchener, Ontario	\$777,000.00	\$699,327.00**
Q23-077	Professional Services – King Street East (Stirling Avenue to Ottawa Street) Reconstruction	Arcadis Professional Services (Canada) Inc., Waterloo, Ontario	\$751,000.00	\$610,885.00**
Q23-079	Removal & Disposal of Excess Materials from SWM BLK 61	Green Infrastructure Partners Inc., Vaughan, Ontario	\$300,000.00	\$279,730.00*
Q23-081	Professional Services – Upper Canada Park - Parking Lot and Site Improvement	Aquafor Beech Limited, Mississauga, Ontario	\$225,000.00	\$221,752.87**
Q23-085	Duke and Ontario Parking Garage - Localized Parking Garage Repairs	Quality Connect Construction Inc. Oakville, Ontario	\$337,334.40	\$185,400.00**
Q23-093	City Hall - Structural Glass Guardrail Replacement	Heritage Restoration Inc, Stouffville, Ontario	\$470,000.00	\$362,847.50**
Q23-096	Professional Services Carson Drive Sewage Pumping Station Upgrade 2024	MTE Consultants Inc., Kitchener, Ontario	\$400,000.00	\$359,684.73**

**Initial contract term, additional renewals available*

Q23-098	Professional Services for Ottawa Street Trunk Sanitary Sewer Rehabilitation Phase 2 (From Old Chicopee Drive to Montgomery Road through Dreger Avenue and Graber Place)	ME Andrews and Associates Limited Etobicoke, Ontario	\$300,000.00	\$260,706.60**
Q23-099	Storm Water Management Facility and Drainage Improvement Programs	GMR Landscaping Inc., Toronto, Ontario	\$497,000.00	\$438,532.42**
Q23-100	RBJ Schlegel Park - Surplus Fill Relocation and Site Restoration	2545224 Ontario Ltd. O/A T. Musselman Excavating Limited, Petersburg, Ontario	\$595,000.00	\$489,622.50**
Q23-103	One (1) 8,863 kg DRW Chassis fitted with a Rear Loading Waste Packer	Nexgen Municipal Inc., Burlington, Ontario	\$204,592.00	\$192,850.84**
Q23-104	One (1) Industrial Tractor Loader with Extended Reach Backhoe	Advance Construction Equipment Limited, Waterloo, Ontario	\$230,000.00	\$203,700.00**
Q23-105	City Hall Service Center - Supply and Install of Furniture	Raven Studio, Inc., Kitchener, Ontario	\$398,663.00	\$380,035.65**
Q23-106	Towing Services	Becker Bros. Trucking Inc., Kitchener, Ontario	Funded from operating	\$307,750.00*
Q23-108	Professional Services for Connaught Street (Ninth Avenue to Traynor Avenue) Reconstruction	AECOM Canada Ltd. Kitchener, Ontario	\$488,000.00	\$243,009.87**
Q23-116	Two (2) Rotary Mowers with Tracks and Front Plow	Turf Care Products, Newmarket, Ontario	\$200,284.00	\$195,900.00**
Q23-117	Sewer Safety Inspection	Tierra Geomatic Services Inc., Markham Ontario	\$255,000.00	\$252,900.00*
Q23-120	One (1) Vactor Unit	FST Canada Inc. o/a Joe Johnson Equipment, Innisfil, Ontario	\$773,073.00	\$759,702.00**

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Surplus funds - will remain within the capital account and will be used on future phases, or returned where appropriate.

Q23-130	One (1) Municipal Tractor	Work Equipment Ltd., Courtland, Ontario	\$197,399.00	\$193,985.00**
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