

DATE: October 23, 2019

TO: MAYOR AND COUNCIL

NAME AND TITLE: Walter Babicz, General Manager of Administrative Services

SUBJECT: Procurement Quarterly Report 2019 – Quarter Three (July - September)

ATTACHMENT(S): None

RECOMMENDATION:

That Council RECEIVE FOR INFORMATION the Staff Report dated October 23, 2019, from the General Manager of Administration Services, titled “Procurement Quarterly Report 2019 – Quarter Three (July - September)”.

PURPOSE:

The purpose of this report is to provide City Council with information concerning the contracts issued by Procurement for the time period from July 1 to September 30, 2019. The Tender, Request for Proposal, Exemption (Sole Source), Corporate Service Arrangement (Buying Groups), Formal Request for Quote and Informal Request for Quotation contracts have been approved pursuant to the limits within the Purchasing Bylaw, applicable financial plan and the Purchasing Procedures shown below:

- A) Manager of Risk and Procurement – up to \$100,000;
- B) General Manager of Administrative Services – up to \$250,000;
- C) City Manager – over \$250,000 and all revenue generating contracts.

STRATEGIC PRIORITIES:

The Purchasing Delegation of Authority Bylaw contributes to the City’s financial sustainability.

A) APPROVALS BY THE MANAGER OF RISK AND PROCUREMENT

EXEMPTION (SOLE SOURCE):

Exemption	Product/Services	Contract Dollar Amount	Supplier
X19-042	WEMCO Pump and Parts (Quotes #10458790 & 10460040)	\$27,952.08	DXE Natpro Canada dba National Process Equipment Inc.
X19-063	Move Up Prince George - Ad Campaign 2019 - 2020	\$70,000.00	Kimbo Design
X19-057	Delta Controls Panel Upgrade - Two Rivers Art Gallery	\$84,700.00	Inland Control Services Inc.
X19-048	Hydraulic Press Brake for Swing Beam Shear	\$95,230.00	Access Machinery

ROTATIONAL:

Rotational	Product/Services	Contract Dollar Amount	Supplier
R19-043	Parking Lot Design - Pidherny Road and Parking Areas	\$35,500.00	McElhanney Ltd.
R19-027	Playhouse Parking Lot	\$74,000.00	WSP Canada Inc.

INFORMAL REQUEST FOR QUOTATION:

IRFQ	Product/Services	Contract Dollar Amount	Supplier
IRFQ19-009	Supply and Install Accessibility Lift at Prince George Seniors Activity Centre	\$51,770.00	Venture Elevator

REQUEST FOR PRE-QUALIFICATION:

Pre-Qualification	Product/Services	Contract Dollar Amount	Supplier
PQ19-026	CAD Standards	n/a	APW Engineering Inc. and SolidCAD

B) APPROVALS BY THE GENERAL MANAGER OF ADMINISTRATIVE SERVICES**EXEMPTION (SOLE SOURCE):**

Exemption	Product/Services	Contract Dollar Amount	Supplier
X19-044	2016 Sidewalk Machine	\$140,896.00	Prinoth Ltd.

REQUEST FOR PROPOSAL:

Proposal	Product/Services	Contract Dollar Amount	Supplier
P19-022	Multi-Function Printers and Systems	\$183,668.41	Konica Minolta Business Solutions (Canada) Ltd.
P19-040	Masich Place Stadium - Design, Supply and Install Scoreboard	\$199,134.00	Nevco Sports LLC

C) APPROVALS BY THE CITY MANAGER**EXEMPTION (SOLE SOURCE):**

Exemption	Product/Services	Contract Dollar Amount	Supplier
X19-052	Specific Manufactured Equipment: 3M Scott Fire and Safety - SCBA (Self Contained Breathing Apparatus) and Accessories	Brand Approval	3M Scott Fire and Safety

X19-065	eProcurement Services	\$19,625.00	eSolutions Group Limited
X19-055/61	Downtown Arts Strategy / Feasibility Study Community Arts Council (CAC) of Prince George & District	\$91,718.00	R. Radloff and Associates
X19-064	Stage Crew Staffing Services at CN Centre	\$533,957.47	Sideshow Production Services

INVITATION TO TENDER:

Tender	Product/Services	Contract Dollar Amount	Supplier
T19-032	Supply of Winter Road Maintenance Materials (Winter Sand and Winter Crush)	\$272,448.75	- Kode Contracting Ltd. - Prince George Ready Mix
T19-034	14th Avenue Upgrades	\$1,034,867.88	Twin Rivers Developments Ltd.


REQUEST FOR PROPOSAL:

Proposal	Product/Services	Contract Dollar Amount	Supplier
P19-016	Supply and Deliver Cargo Vans	\$280,113.16	NFLD Auto Ltd. (dba Prince George Ford)
P19-066	Equipment for Hire Program 2019 - 2020	\$396,000.00	- Nahanni Construction Ltd. - Twin Rivers Developments Ltd. - IDL Projects Inc. - Formula Contractors Ltd. - White Spruce Enterprises
P19-038	Masich Place Stadium - Design, Supply and Install Sports Lighting	\$634,743.21	Houle Electric Ltd.

SUMMARY AND CONCLUSION:

Administration has provided this report for Council's information to summarize the contracts issued by Procurement from July 1 to September 30, 2019.

RESPECTFULLY SUBMITTED:



 Walter Babicz, General Manager of Administrative Services

APPROVED:



 Kathleen Soltis, City Manager
 Meeting Date: November 4, 2019