

DATE: April 6, 2023

TO: MAYOR AND COUNCIL

NAME AND TITLE: KRIS DALIO, DIRECTOR OF FINANCE & IT SERVICES

SUBJECT: 2023 Q1 Procurement Report

ATTACHMENT(S): N/A

RECOMMENDATION:

That Council RECEIVES FOR INFORMATION the report dated April 6, 2023, from the Director of Finance & IT Services, titled “2023 Q1 Procurement Report”.

PURPOSE:

The purpose of this report is to provide City Council with information concerning the contracts issued by Procurement for the time period from January 1, 2023 to March 31, 2023. The Tender, Request for Proposal, Exemption (Sole Source), Corporate Service Arrangement (Buying Group), 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 – not to exceed \$200,000;
- B) Director of Finance and IT Services – not to exceed \$500,000; and
- C) City Manager – over \$500,000 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

ROTATIONAL CONSULTING: Pre-authorized consultants / engineers are invited to enter into a Contract for less than \$75,000.

Rotational	Product/Services	Contract Dollar Amount	Supplier
R22-113	Connaught Hill Park Enhancement – Garden Rehabilitation	\$20,972.00	McElhanney Ltd.
R23-038	Architectural Consulting Services – Baseball Dugout Design	\$20,503.00	Chernoff Thompson Architects North

REQUEST FOR PROPOSAL: Formal solicitation for goods and services over \$75,000.00 and construction over \$200,000.00.

RFP	Product/Services	Contract Dollar Amount	Supplier
P22-087	Provision of Digital Aerial Photography and LiDAR	\$117,110.00	GEOSYS Technology Solutions
P22-108	Paved Road Condition Assessment 2023	\$50,220.00	International Cybernetics Company Inc.

INVITATION TO TENDER: Formal solicitation seeking competitive bids for goods and/or services awarded to the lowest compliant bid.

ITT	Product/Services	Contract Dollar Amount	Supplier
T23-023	Trail Rehabilitation and Park Improvements	\$172,327.91	Twin Rivers Development Ltd.

INFORMAL REQUEST FOR QUOTATION: Informal solicitation for goods and services between \$25,000.00 to \$75,000.00 and construction up to \$200,000.00.

IRFQ	Product/Services	Contract Dollar Amount	Supplier
IRFQ19-010*	Water Sample Analysis Services – Optional Year 1	\$37,853.60	CARO Analytical Services
IRFQ22-024	Corporate Recycling Services – Civic Facilities	\$21,582.58	Duane Calham o/a Blue Jewel Curbside Recycling
IRFQ22-029	Supply and Deliver Human Machine Interface Touchscreens and Software	\$29,977.12	Mica Controls Ltd.
IRFQ23-013	Supply and Installation of Perimeter Fencing	\$68,000.00	Superior Fencing Ltd.
IRFQ23-015	Supply and Deliver of Crack Seal Material	\$28,698.21	McAsphalt Industries Ltd. (\$24,157.50) Sealtec Industries Ltd. (\$3,870.00)
IRFQ23-027	Supply and Deliver Hose Camlocks	\$24,483.95	New-Line Products Ltd. dba New Line Hose & Fittings
IRFQ23-037	Supply and Deliver Lenovo Desktop Computers	\$74,473.71	341234 BC Ltd. dba Microserve

*Extension

B) APPROVALS BY THE DIRECTOR OF FINANCE AND IT SERVICES

REQUEST FOR PROPOSAL: Formal solicitation for goods and services over \$75,000.00 and construction over \$200,000.00.

RFP	Product/Services	Contract Dollar Amount	Supplier
P22-100	Refuse Hauling & Supply of Containers for Civic Facilities	\$236,979.00	Environmental 360 Solutions dba Westbin Waste 2017 Ltd.

INVITATION TO TENDER: Formal solicitation seeking competitive bids for goods and/or services awarded to the lowest compliant bid.

ITT	Product/Services	Contract Dollar Amount	Supplier
T23-004	Fire Hall #1 Demolition	\$360,000.00	NAPP Enterprises Ltd.

NOTICE OF INTENT: A publication with the intention of directly awarding a contract with specific details.

NOI	Product/Services	Contract Dollar Amount	Supplier
I23-014	Consulting Services – Building Safer Communities Program	Not to exceed \$350,000.00	Curt T. Griffiths, Ltd.

C) APPROVALS BY THE CITY MANAGER

EXEMPTION: Public solicitation not necessary due to permitted exemption.

Exemption	Product/Services	Contract Dollar Amount	Supplier
X22-109	Non-Contact Parking Solution	Revenue Generating	Hot Spot Parking Inc.
X22-066	CN Centre, Kin Centre & Civic Centre ATMs	Revenue Generating	Bonfire Enterprises

REQUEST FOR PROPOSAL: Formal solicitation for goods and services over \$75,000.00 and construction over \$200,000.00.

RFP	Product/Services	Contract Dollar Amount	Supplier
P22-063	Wildfire Mitigation – Fuel Removal	\$143,750.00	Seneca Enterprises Ltd.

P21-099	Design-Build Western Acres Sanitary Lagoon Re-Routing – Phase 3 Forcemain Section	\$3,534,462.80	Twin Rivers Development Ltd.
P23-022	Flagging and Traffic Control Services	\$2,012,516.67	Lafarge Canada Inc. ATS Traffic The Universal Group

INVITATION TO TENDER: Formal solicitation seeking competitive bids for goods and/or services awarded to the lowest compliant bid.

ITT	Product/Services	Contract Dollar Amount	Supplier
T22-070	Refrigeration Upgrades – Kin Centre Arenas	\$1,450,520.00	Yeti Refrigeration Inc.
T23-017	Materials Testing Services	\$113,850.00	WSP E&I Canada Ltd.
T23-003	Street Marking Services – Line & Handworks Painting	\$956,088.46	Yellowhead Pavement Marking Inc.

NOTICE OF INTENT: A publication with the intention of directly awarding a contract with specific details.

NOI	Product/Services	Contract Dollar Amount	Supplier
X23-029	Supply and Deliver Liquid Chlorine	\$150,663.34	Midway Sanitary Supply (PG) Ltd.

SUMMARY AND CONCLUSION:

Administration has provided this report for Council’s information to summarize the contracts issued by Procurement from January 1, 2023 to March 31, 2023.

RESPECTFULLY SUBMITTED:

Kris Dalio, Director of Finance & IT Services

PREPARED BY: Melissa Barnard, Administrative Coordinator

APPROVED:

Walter Babicz, City Manager

Meeting Date: 2023/04/24