

STAFF REPORT TO COUNCIL

1100 Patricia Blvd. | Prince George, BC, Canada V2L 3V9 | www.princegeorge.ca

DATE: April 8, 2021

TO: MAYOR AND COUNCIL

NAME AND TITLE: WALTER BABICZ, ACTING CITY MANAGER

SUBJECT: Procurement Quarterly Report 2021 – Quarter 1 (January – March)

ATTACHMENT(S): None

RECOMMENDATION(S):

That Council RECEIVES FOR INFORMATION the report dated April 8, 2021, from the Acting City Manager, titled “Procurement Quarterly Report 2021 – Quarter 1 (January – March).”

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, 2021 to March 31, 2021. The Invitation to Treat (ITT) 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
X21-014	YMCA Park House Childcare Centre Colliers OSR - Owner Statement of Requirement	\$15,000.00	Colliers Project Leaders (Div of Colliers International Inc.)
X21-018	YMCA Park House Childcare Centre Project Management, Owners Advisor / Payment Certifier	\$67,200.00	Colliers Project Leaders (Div of Colliers International Inc.)
X21-030	Non-Contact Parking Solution	Revenue Generating	HotSpot Parking Inc.

		(2.67% of Parking Fees Processed)	
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INFORMAL REQUEST FOR QUOTATION:

IRFQ	Product/Services	Contract Dollar Amount	Supplier
IRFQ20-016	Forestry Cluster Development Strategy	\$39,960.00	MNP Business Advice Centre
IRFQ21-001	JD Edwards Scheduler System Replacement	\$35,481.20	ERP-One Consulting Inc.
IRFQ21-004	Asphalt Pulverizing Services 2021	\$11,264.00	R.A.P. Tech Milling Ltd.

REQUEST FOR PRE-QUALIFICATION:

Proposal	Product/Services	Contract Dollar Amount	Supplier
PQ20-062	Wildfire Mitigation - Fuel Removal	n/a	<ul style="list-style-type: none"> • Integrated Operations Group • Seneca Enterprises Ltd. • Spectrum Resource Group Inc.

INVITATION TO TENDER:

Proposal	Product/Services	Contract Dollar Amount	Supplier
T17-112*	Mosquito Control Program - Opt Yr-1	\$73,720.00	Duka Enviromental Services Ltd.
T18-022*	Supply and Deliver Fertilizer - Opt Yr-2	\$52,280.61	CPS (Canada) Evergro Division
T21-002	Supply & Delivery of Street Signs	\$70,450.17	Sherine Industries Ltd.

*Extension

REQUEST FOR PROPOSAL:

Proposal	Product/Services	Contract Dollar Amount	Supplier
P17-093*	Office Supplies Program – Opt Yr-1	\$90,393.00	Corporate Express Canada dba Staples Business Advantage
P21-013	RFSO External Equipment	n/a	Various (Recorded by Division)
P21-016	Engineering Services - Railway Grade Crossing Assessment	\$36,855.00	R.F. Binnie & Associates Ltd.

*Extension

B) APPROVALS BY THE GENERAL MANAGER OF ADMINISTRATIVE SERVICES

NONE

C) APPROVALS BY THE CITY MANAGER**EXEMPTION:**

Proposal	Product/Services	Contract Dollar Amount	Supplier
X20-080	YMCA Park House Childcare Centre	\$3,624,866.00	A&T Project Development Inc.
X21-033	Oracle 1-Year Maintenance Agreement	\$150,470.71	Oracle Canada ULC

INVITATION TO TENDER:

Tender	Product/Services	Contract Dollar Amount	Supplier
T20-078	Sanitary Sewer Relining	\$289,334.40	Special T Cleaning (2012) Ltd.
T20-083	Street Light Replacement – 1st Avenue	\$679,995.00	RMG Contracting Inc.
T21-003A*	Street Painting Handwork Services	\$282,872.20	Alberta Parking Lot Services 1985 Ltd.
T21-004	Street Line Painting Services	\$329,346.00	Andesite Holdings Ltd.
T21-005	Concrete & Related Works - Construction of Concrete Sidewalks 2021	\$370,063.00	0867363 BC Ltd. operating as Pros Concrete
T21-006	Supply & Delivery of Redi Mix Concrete	\$193,420.96	<ul style="list-style-type: none">• Terus Construction Ltd. dba Prince George Ready Mix• Rolling Mix Concrete
T21-007	Supply Patching Material & Aggregate	\$1,200,000.00	<ul style="list-style-type: none">• Terus Construction Ltd. dba Prince George Ready Mix• Terus Construction Ltd. dba Pittman Asphalt; and• Lafarge Canada Inc.
T21-015	Civic Facilities Roof Replacements 2021	\$1,225,410.00	Admiral Roofing Ltd.

*T21-003 cancelled

REQUEST FOR PROPOSAL:

Proposal	Product/Services	Contract Dollar Amount	Supplier
P20-002*	Civic Facilities Condition Assessment – Opt Yr-1	\$119,000.00	AECOM Canada Ltd.
P20-004*	Asphaltic Concrete Rehab and Related Work – Opt 5 Month Term	\$3,939,906.30	Terus Construction Ltd. dba Pittman Asphalt
P21-001	Flagging & Traffic Control Services	\$542,749.00	<ul style="list-style-type: none">• Domcor Traffic Control Intl Inc.• The Universal Group
P21-010	WWTC Receiving Environment Monitoring Plan	\$119,344.00	Associated Environmental Consultants Inc.
P21-011	Wildfire Mitigation - Fuel Removal	\$489,911.60	Spectrum Resource Group Inc.

*Extension

SUMMARY AND CONCLUSION:

Administration has provided this report for Council's information to summarize the contracts issued by Procurement from January 1, 2021 to March 31, 2021.

RESPECTFULLY SUBMITTED:

Walter Babicz, Acting City Manager

PREPARED BY: Ray Borgia, Manager Risk and Procurement

Meeting Date: 2021-04-26