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Item No. 3

**Halifax Regional Council
June 16, 2009**

TO: Mayor Kelly and Members of Halifax Regional Council

A handwritten signature in cursive script, appearing to read "Cathie O'Toole".

SUBMITTED BY:

Cathie O'Toole, CGA, Director of Finance/CFO

DATE: May 26, 2009

SUBJECT: **Award of Contracts - CAO Approval
Interim Award Policy**

INFORMATION REPORT

ORIGIN

On June 17, 2008, Council approved an Interim Award Policy whereby the CAO can approve tenders over the value of \$100,000 when a regular Regional Council meeting has been cancelled or the regular schedule creates more than eight(8) business days between Council meetings. Council was advised a report would come forward outlining the contracts that had been approved.

The Procurement Policy also requires a quarterly report to Regional Council of awards of contracts over the value of \$50,000 approved by the CAO or his designate.

The purpose of this report is to provide a listing of those contracts which were approved by the CAO during the period January 14, 2009 to May 22, 2009.

BACKGROUND

During the June 17, 2008 meeting of Council, Council approved the use of the Interim Award Policy which allows the CAO to award tenders over \$100,000 on the following basis and criteria when a regular Regional Council meeting has been cancelled or the regular schedule creates more than eight(8) business days between Council

- Where the funds have been approved by Halifax Regional Council as part of the annual business planning and budget process and the expenditure will not result in an over-expenditure of the entire budget.
- Where the purchase was the result of a public procurement process conforming to the HRM procurement policy.
- Where the tender is awarded to a supplier with the lowest cost, or highest revenue, meeting specifications.
- Where the award of the Request for Proposal is made to the highest scoring proponent based upon evaluation criteria within the Request for Proposal.
- Where the purchase is a sole source purchase not to exceed \$50,000.
- Where there is no legislative requirement to obtain Halifax Regional Council approval.
- Where the CAO does not decide that the award is a matter best dealt with by Halifax Regional Council.

The Interim Award Policy was in effect during the weeks of March 16th and May 19th, 2009 when the regular schedule of council created more than eight (8) business days between Council meetings.

Section 8 (5) of the Procurement Policy (Award of Contracts) requires that Regional Council be provided a quarterly report of awards of contracts over the value of \$50,000 approved by the CAO or his designate. Award of contracts over the value of \$100,000 outside the effective period of the Interim Award Policy require Council approval. This threshold was increased by Council to \$500,000 for tenders on May 12, 2009.

DISCUSSION

As per the responsibility to provide Council with reports pursuant to the Interim Award Policy and the Procurement Policy, the data for awarded contracts by the CAO for the period January 14, 2009 to May 22, 2009 have been summarized in the attached tables.

All reports recorded on the attached lists are available for viewing in the Municipal Clerk's Office.

BUDGET IMPLICATIONS

The budget implications, and account details, are clearly stated in the Budget Implications section of the individual reports which are on file in the Municipal Clerk's Office. All reports involving capital funding were reviewed, and confirmed, by Capital staff in Financial Services. Funding for these projects are available in the approved Capital or Operating budget.

FINANCIAL MANAGEMENT POLICIES / BUSINESS PLAN

This report complies with the Municipality's Multi-Year Financial Strategy, the approved Operating, Capital and Reserve budgets, policies and procedures regarding withdrawals from the utilization of Capital and Operating reserves, as well as any relevant legislation.

ALTERNATIVES

There are no alternatives.

ATTACHMENTS

Appendix "A" - Table listing of approved reports under the Interim Award Policy.

Appendix "B" - Table listing of approved reports under Section 8 (5) of the Procurement Policy

A copy of this report can be obtained online at <http://www.halifax.ca/council/agendasc/cagenda.html> then choose the appropriate meeting date, or by contacting the Office of the Municipal Clerk at 490-4210, or Fax 490-4208.

Report Prepared by : Anne Feist, Operations Manager, Procurement 490-4200

Interim Award Reports - 2009

Appendix A

June 11, 2009 (4:25pm)

Title of Report	Total Award (net HST)	Account #	Contractor	# of Bids Rec'd	Details
Award - RFP 09-013 Cleaning Services Contract, Acadia School	Yr 1 \$67,643 Yr 2 \$70,348 Yr 3 \$70,348	W211-6304	D&J Cleaning Services	4	Awarded to the highest scoring proponent.
Award - Unit Price Tender No. 09-213, Pavement Renewal, Black Street - West Region	\$84,863 \$95,414	CYU01081 CKU01084	Dexter Construction Company Limited	4	Awarded to the lowest bidder.
Award - Unit Price Tender No. 09-209, Paving Renewal and New Sidewalk, Deerbrooke Drive - East Region	\$193,870 \$110,418	CYU01081 CJU01083	Dexter Construction Company Limited	5	Awarded to the lowest bidder.
Award - Unit Price Tender No. 09-215, Main Artery Patching (Phase 1), West/East/Central Regions	\$672,237	CRU01078	Lafarge Canada Inc.	4	Awarded to the lowest bidder.
Request for Proposal # 08-332 - Supply of up to Three (3) Sixty-foot Transit Buses with Diesel Electric Hybrid System	\$2,172,816	CMU00974	New Flyer Industries	2	Awarded to the highest scoring proponent.
Award - Unit Price Tender No. 09-201, Pavement Resurfacing, Sidewalk, Curb & Gutter, Water Main Renewal & Gas Main Installation, Pleasant Street - East Region	\$438,346 \$90,392 \$235,378	CZU01082 CYU01076 CKU10184	Sackville Trenching Limited	10	Awarded to the lowest bidder.
Award - Unit Price Tender No. 09-208, Poplar Drive (Circassion Drive to Otago Drive) Pavement Renewal and Resurfacing - East Region	\$288,289 \$247,473	CYU01081 CZU01082	Ocean Contractors	4	Awarded to the lowest bidder.

Title of Report	Total Award (net HST)	Account #	Contractor	# of Bids Rec'd	Details
Award - Unit Price Tender No. 09-221, Paving Resurfacing - Shoreview Drive (Sunrise Hill to Rutledge Street), Bedford - Central Region	\$315,976	CZU01082	Lafarge Canada Inc.	4	Awarded to the lowest bidder.
Award - Tender No. 09-206, Thistle Street - Pavement Resurfacing, Water Main and Sidewalk Renewal - East Region	\$309,877 \$25,229 \$12,888	CZU01082 CKU01084 CYU01076	Sackville Trenching Limited	9	Awarded to the lowest bidder.
Award - RFP 09-156, Highfield Park - HSAR/HRFE Storage and Training Facility - Architectural Services	\$218,814	CBX01098	Sperry & Partners Architects	2	Awarded to the highest scoring proponent.
Award - Unit Price Tender No. 09-218, Full Depth Reclamation - Various Locations - West and Central Regions	\$176,760 \$878,733	CYU01081 CZU10182	Dexter Construction Company Limited	4	Awarded to the lowest bidder.

CAO Award Reports - January - May 2009

Appendix B

June 11, 2009 (4:25pm)

Title of Report	Total Award (net HST)	Account #	Contractor	# of Bids Rec'd	Details
Tender 08-366 - One(1) 2009 Commercial Cab and Chassis with Custom Built Box, 19,500 GVWR	\$66,256	CVK01091	MacPhee Pontiac Buick GMC Ltd.	4	Awarded to the lowest bidder.
Award - Tender 08-196 Schwarzwald Park Play Equipment	\$5,000 \$54,436.05	CCV00652 CPX01017	PlayPower LT Canada Inc.	1	One bid received. Due diligence conducted.
Award - Tender 08-401, Tender Package #4a Mainland Common Centre	\$4,995,000	CB100091	Eastern Canada Structures Ltd.	4	Awarded to the lowest bidder.
Award RFQ08M251, USAR Communication Equipment	\$69,602 \$25,851	F181-6701	DownEast Communication Cartel Communications	4	Awarded to the lowest bidders for various line items.
Tender 09-004 - Three(3) 2009 4x4 Super Cab Trucks	\$97,455	CVJ01089	Steel Ford Lincoln	3	Awarded to the lowest bidder.
Award - RFP 09-024, Halifax Public Libraries Discovery Tool	\$71,851	B012 6204	Aquabrowser Library	2	Awarded to the highest scoring proponent.
Award - Tender 09-162, Lake Banook Light Poles and Fixtures	\$65,889	CPX01060	Guillevin International Co.	3	Awarded to the lowest bidder.
Award - Tender 08-401, Tender Package #4b - Mainland Common Centre	\$1,707,000	CB100091	Atlantica	1	One bid received. *
Award - RFP 08-314, Replacement Design of the Crane Hill Road Bridge	\$80,675	CRU01077	Dillon Consulting	5	Awarded to the highest scoring proponent.
Award RFP 08-316, Engineering Services for the Mix Design and Construction Inspection Services for Cold In Place Partial Depth Recycling and Full Depth Reclamation - Various Locations	\$60,183	CZU01082	Maritime Testing Limited	3	Awarded to the highest scoring proponent.

Title of Report	Total Award (net HST)	Account #	Contractor	# of Bids Rec'd	Details
Award - Tender 09-008R, Concrete Modifications to Colby Village Community Swimming Pool	\$68,139	CPX01022	Aaffinity Contracting and Environmental Ltd.	2	Awarded to the lowest bidder.
Tender 09-034, One(1) New Ice Resurfacer	\$81,425	CVD01087	Monarch Enterprises Limited	2	Awarded to the lowest bidder.
Tender 09-035, One(1) 2009 4x4 Utility Work Machine	\$51,596	CVD00413	Bobcat Atlantic	1	One bid received. Due diligence conducted.
Award - RFP 09-314, Replacement Design of the Stillwater Lake Bridge	\$66,111	CRU01077	Dillon Consulting	8	Awarded to the highest scoring proponent.
Award - Tender 09-403 Tender Package #6 Mainland Common Centre	Various (see below)				
6a - Mechanical	\$2,736,950	CB100091	Ainsworth	4	Awarded to the lowest bidder.
6b - Ventilation	\$2,544,956	CB100091	Brunswick Sheet Metal	5	Awarded to the lowest bidder.
6d - Sprinklers	\$335,000	CB100091	Atlantica	2	Awarded to the lowest bidder.
6e- Controls	\$427,000	CB100091	Johnson Controls	2	Awarded to the lowest bidder.
6f - Electrical	\$2,677,300	CB100091	XL Electric	5	Awarded to the lowest bidder.
6g - Site Work	\$556,468	CB100091	Dexter Construction	3	Awarded to the lowest bidder.
Tender 09-036 - One(1) 2009 Cargo Van with Aerial Device	\$67,695	CVD00413	RH MacFarlands (1996) Ltd.	2	Awarded to the lowest bidder.
Award RFP 09-153 Commissioning Services: Mainland Common Centre, Centennial Pool and Standing Offer for Furture Commissioning	\$99,292 \$20,686 \$19,134	CBX01148 CB100091 CB200427	AMEC	6	Awarded to the highest scoring proponent.

Title of Report	Total Award (net HST)	Account #	Contractor	# of Bids Rec'd	Details
Award - Tender 09-404, Tender Package #7 Mainland Common Centre	Various (see below)				
7a - Hollow Metal Doors	\$20,000	CB100091	Gaudet (GBCL)	1	One bid received. Due diligence conducted.
7d - Masonry	\$1,360,922	CB100091	Wildwood Masonry	3	Awarded to the lowest bidder.
7e - Light Steel Framing & Exterior Gypsum Board	\$234,000	CB100091	Southeast Drywall	2	Awarded to the lowest bidder.
7f - Rough Carpentry	\$242,000	CB100091	Southeast Drywall	1	One bid received. Due diligence conducted.
7g - Foamed in Place Insulation	\$115,766	CB100091	Parker Kaefer	2	Awarded to the lowest bidder.
7h - Applied Fireproofing	\$45,234	CB100091	Parker Kaefer	2	Awarded to the lowest bidder.
7k - Skylights	\$259,500	CB100091	Alvin Co.	1	One bid received. Due diligence conducted.
Award - Unit Price Tender No. 09-211, Realty Avenue - Pavement & Curb Renewal - Central Region	\$325,181 \$1,861	CYU01081 CRU01079	Dexter Construction Company Limited	3	Awarded to the lowest bidder.
Award - Unit Price Tender No. 09-243, Pavement Resurfacing and New Concrete Curb and Gutter, Kingston Crescent - East Region	\$383,841	CZU01082	Basin Contracting Limited	3	Awarded to the lowest bidder.
Award - Tender No. 09-041, Centennial Pool Dive Tower Platform Replacement Stairs	\$165,486	CBX01148	Cherubini Metal Works Limited	3	Awarded to the lowest bidder.

* Due diligence concluded that a number of significant size projects were tendered throughout the province at the same time creating a stress on the mechanical market due to a manpower shortage, ie. NSCC, Northwood Seniors and Windsor Elms.