

STAFF REPORT: Finance & IT Services

REPORT TO: Council
MEETING DATE: July 11, 2011
REPORT NO.: FIT.11.30
SUBJECT: Tenders Awarded by the Tender Proposal Award Committee (TPAC)
PREPARED BY: Sherri Adams, Manager of Purchasing

A. Recommendations

THAT Council receive Staff Report FIT.11.30 entitled “Tenders Awarded by the Tender Proposal Award Committee” detailing the following awards for information purposes:

1. Tender 2011-29-T-EPW for the King Street Watermain Extension awarded to SMRS Construction for the total tendered price of \$78,717.60 (excluding HST).
2. Tender 2011-8-T-EPW Tender for the Supply & Delivery of Winter Road Salt awarded to Sifto Canada Corporation at the cost of \$68.60 per tonne for use in 2011/ 2012 at an estimated cost of \$68,600 (excluding HST).

B. Background**2011-8-T-EPW – Supply & Delivery of Winter Road Salt**

The above tender was issued on May 26, 2011. The quotation was advertised on the Town’s and the OPBA’s respective websites and in 2 local papers. The quotation closed in the Administration Office on June 16, 2011 at 2:00 pm local time, with a public opening in the Council Chambers immediately following the closing. One Addendum was issued on this quotation. Three tender packages were released and two bidders returned bids.

The 2010/ 2011 price was \$66.30 per tonne. The tendered price of \$68.60 is \$2.30 higher than the price last year price for winter salt. This results in a potential increase of \$2,300.

Staff is recommending the Tender be awarded to Sifto Canada Corporation for the amount of \$68.60 per tonne for an estimated cost of \$68,600 excluding HST.

Within the terms of the contract for the Supply & Delivery of Winter Road Salt, there are provisions to extend the contract for up to 3 years. Contract 2011-8-T-EPW may be extended for winters of 2012/ 13 and 2013/14.

2011-29-T-EPW – King Street Watermain Extension

Tender documents were prepared in conjunction with Ainley & Associates Limited, and released by the Engineering & Public Works Department on May 25, 2011. Advertisements ran for two weeks in the Courier Herald and the Enterprise Bulletin. Further advertising appeared on the Town’s website and the Ontario Public Buyer’s Association’s website. A mandatory test dig was performed on June 9, 2011 on King Street in Thornbury.

Four (4) companies received the bid documents; however, only three bids were received before the deadline.

Staff is recommending the award be made to *SMRS Construction* as they were a compliant bidder, meeting specifications, and were the lowest cost.

The Purchasing of Goods and Services Policy POL.COR.07.05 clause 7 "Powers of the Tender/Proposal Award Committee" states:

"The Tender / Proposal Award Committee, within the parameters of this policy, are hereby authorized to make awards for Tenders from \$50,001 - \$100,000 and \$25,001 to \$100,000 for Requests for Proposals within the respective budget allocations. Awards exceeding \$100,000 shall be made by Council with a recommendation from the Tender / Proposal Award Committee."

The Purchasing of Goods and Services Procedures FS.08.08, Schedule B "Tendering Procedures", clause 29 a) states:

"The Tender/Proposal Award Committee will award contracts from \$50,001- \$100,000, in a report of recommendation to the project file, based on an award to the low "responsive and responsible" bidder within approved budget allocations. The Clerk and the CAO will have signing authority on contracts that arise from this award level. An information report will be provided to Council at the next available Council meeting outlining awards made by the Tender Award Committee. The Manager of Purchasing shall prepare the report as a representative of the Tender/Proposal Award Committee."

C. The Blue Mountains' Strategic

Providing a strong, well managed municipal government

D. Environmental Impacts

None

E. Financial Impact

The budget impact statements for each of the negotiated procurement are within budget and have been detailed in the respective reports (see attachments).

F. Attached

Respectfully submitted,

Sherri Adams, Manager of Purchasing

For more information, please contact:
Sherri Adams
sadams@thebluemountains.ca
519-599-3131 ext. 227