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STAFF REPORT: Finance & IT Services



REPORT TO: Council
MEETING DATE: August 27, 2012
REPORT NO.: FIT.12.50
SUBJECT: Tenders Awarded by the Tender/Proposal Award Committee (TPAC)
PREPARED BY: Sherri Adams CPPB
 Manager of Purchasing

A. Recommendations

THAT Council receive Staff Report FIT.12.50 "Tenders Awarded by the Tender/Proposal Award Committee (TPAC)" detailing the following awards, for information purposes:

1. Standardized use of Spectrum Communications for corporate wireless network installation and maintenance services for a term of three (3) years, within the approved capital and operating expense budgets for the IT and Water & Wastewater Divisions as outlined in Staff Report FIT.12.48 "Standardization of Corporate Wireless Networks Vendor" dated August 14, 2012.
2. Award of Tender 2012-31-T-EPW – Completion of Stonegate Subdivision to Harold Sutherland Construction Ltd. in the amount of \$73,846.42 plus applicable taxes, which includes a \$5,000 contingency allowance.

B. Background

Standardized Use of Corporate Wireless Installation and Maintenance Network Services

Senior Management Team (SMT) approved Staff Report FIT.12.38 entitled "Network Management" on June 20, 2012 authorizing Information Technology (IT) to take responsibility for all Town Networks.

TPAC approved the Staff recommendation of the Standardization of Wireless Network Installation and Maintenance to Spectrum Communications for a 3 year term, in accordance with the Town's Purchasing Policies and Procedures, as outlined in Staff Report FIT.12.48 "Standardization of Corporate Wireless Networks Vendor" dated August 14, 2012. The standardization applies to all wireless networks in the Corporation.

A justification summary for the standardization includes:

- Urgency to fixing the Water Division's challenges with expensive Bell connections. These connections run too slow for the SCADA system to run effectively. Replacing the Bell connections with Town owned wireless communications will result in an estimated operating cost savings of \$1,600 per month.
- Capital funding is not available to hire consultants to conduct system specifications for a competitive process.
- Transferring to another vendor would require an expensive and lengthy time period for knowledge and security transfer.
- Spectrum has installed all of the Town's current equipment and has designed the upgrades.

- Spectrum is uniquely qualified, possessing the special skills required to design this type of complex network.
- Design and implementation of wireless networks and SCADA networks must be kept secure and confidential.

Tender for the Completion of Stonegate Subdivision

The Town released the above Tender on June 13, 2012 through a competitive bid process as prescribed in the Town’s Purchasing Policies and Procedures.

Three tenders were received by the closing date of July 19, 2012. A public opening was held and the following tender prices were received and read out:

No.	Bidder	Total Tender Amount including \$5,000 contingency (excluding HST)
1	Harold Sutherland Construction Ltd.	\$73,846.42
2	E.C. King Contracting (Div. of Miller Paving Ltd)	\$90,904.75
3	B&J Contracting	\$104,277.00

TPAC subsequently awarded the tender to Harold Sutherland Construction Ltd in the amount of \$73,846.42, including the \$5,000 contingency (excluding HST). Harold Sutherland Construction Ltd. was the lowest responsive and responsible bidder.

The contract was signed by two members of the Tender Proposal Award Committee in accordance with the Town’s Purchasing Policies and Procedures.

C. The Blue Mountains’ Strategic Plan

Providing a strong, well managed municipal government

D. Environmental Impacts

None

E. Financial Impact

The budget impact statements for each of the procurement are within budget and have been detailed in the respective award reports.

F. In Consultation With

Mike Campbell, Construction Coordinator
Cathy Bailey, IT Coordinator

G. Attached

There are no attachments.

Respectfully submitted,

Sherri Adams CPPB
Manager of Purchasing

Robert Cummings, Director of Finance & IT Services

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