

THE REGIONAL MUNICIPALITY OF YORK

Housing York Inc.
September 12, 2012
Report of the
Treasurer

QUARTERLY TENDER AWARDS REPORT APRIL 1, 2012 TO JUNE 30, 2012

1. RECOMMENDATION

It is recommended that this report be received for information.

2. PURPOSE

This report provides the Board of Directors with information on tenders over \$100,000 awarded during the second quarter of 2012, April 1 to June 30, as required by the Purchasing Bylaw.

3. BACKGROUND

Purchasing Bylaw requires quarterly reporting of tender awards

The Purchasing Bylaw requires that tender awards be reported quarterly.

The Bylaw also requires goods and services exceeding \$100,000 be purchased through a request for proposal or tender. The Bylaw's terms and conditions approved by the Board are:

- Housing York Inc. (Housing York) will use the Region's Supplies and Services Branch as its agent to facilitate the issuance of requests for tenders, proposals, expressions of interest and pre-qualification. The General Manager will report to the Board and make the award.
- The call for tenders and proposals documentation shall be circulated and advertised in as wide and extensive a manner as will ensure the most competitive responses.
- Every tender and proposal received will be opened in public, at a specified date and time, and a written record of all bids received will be made.
- The evaluation of all bids received shall be fair and complete.

- Any irregularities, except those specifically identified in the Tender/Proposal Procedures portion of the bid documentation, shall be referred to the Bid Review Committee.

The General Manager has the authority to award capital work projects provided that:

- The award is made to the lowest bidder
- Total cost does not exceed \$500,000

4. ANALYSIS AND OPTIONS

Four construction tenders were awarded the second quarter of 2012, with a total value of \$1,467,849.40.

Table 1 provides a list of contracts that were awarded by the General Manager from April 1, 2012 to June 30, 2012.

Table 1
2012 Second Quarter Tender Award

Contract	Property	Location	Description	# of Valid Submissions Received	Vendor	Amount
T-12-10	Springbrook Gardens	50 Silver Linden Drive Richmond Hill	Furnace Replacement (94)	4	Messenger Mechanical Services o/a A-1 Air Conditioning and Heating	\$147,760.00
T-12-11	Pineview Terrace	190 Church Street, Keswick	Window Replacement/ Balcony Door Upgrade (49)	7	Namfar Construction Ltd.	109,695.00
T-12-13	North View Court	39 North Street, Sutton	Bathroom Upgrades (32)	5	R.F. Porter Plastering Ltd.	111,894.40
T-12-22*	Thornhill Green	61 Inverlochy Boulevard, Thornhill	Landscape Upgrades and Termite Control	5	1108575 Ontario Ltd. o/a Kon Strutt Construction	1,098,500.00

- *Note: On June 20, 2012, the Board authorized the General Manager of Housing York to approve and execute, on behalf of the Board, the contract and all documents related to the purchase and payment of the services outlined under this tender, in accordance with Housing York's Purchasing Bylaw No. 3-10, Section 18.1.

5. FINANCIAL IMPLICATIONS

All items awarded are included in the 2012 budgets. There are no other financial implications.

6. LOCAL MUNICIPAL IMPACT

The tendered work ensures Housing York properties are well maintained and an asset to the community.

7. CONCLUSION

The General Manager has delegated authority to award tender and proposal contracts up to \$500,000 under Purchasing By-law No. 3-10, provided that certain conditions are met. A report is submitted quarterly to advise the Board of contract awards under this authority.

The four tenders awarded in the second quarter of 2012 have a total value of \$1,467,849.40

For more information on this report, please contact Sylvia Patterson, Assistant General Manager, Housing York Inc. at Ext. 2091.

The Senior Management Group has reviewed this report.

Recommended by:

Approved for Submission:

Bill Hughes
Treasurer

Adelina Urbanski
General Manager

August 21, 2012

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DM/jf

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