

THE REGIONAL MUNICIPALITY OF YORK

Housing York Inc.
September 12, 2013
Report of the
Treasurer

QUARTERLY CONTRACT AWARDS REPORT APRIL 1, 2013 TO JUNE 30, 2013

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 April 1, 2013 to June 30, 2013, as required by the Purchasing Bylaw.

3. BACKGROUND

Purchasing Bylaw requires quarterly reporting of tender awards

The Purchasing Bylaw requires that tender awards exceeding \$100,000 be reported quarterly and it also requires that goods and services exceeding \$100,000 be purchased through a request for proposal or tender.

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

Two contracts were awarded in the second quarter of 2013, with a total value of \$222,580.00

Table 1 provides a list of the contracts that were awarded by the General Manager from April 1, 2013 to June 30, 2013.

Table 1
2013 Second Quarter Contract Awards

Contract	Property	Location	Description	# of Valid Submissions Received	Vendor	Amount
T-13-25	North View Court	39 North St., Sutton	Windows and Balcony Door Upgrade	2	Namfar Construction Ltd.	\$104,480.00
T-13-28	Pineview Terrace	190 Church St., Keswick	Parking Lot Upgrade	16	Mopal Construction Limited	\$118,100.00

Three bids were originally received for T-13-25 (Window and Balcony Door Upgrade). One of the bids contained an irregularity and was subsequently disqualified. Out of the two remaining qualified bidders, Namfar Construction submitted the lowest bid (\$104,480), which is below the \$140,000 budgeted for this project and consistent with the pricing for similar projects in previous years. The cost per unit compares favourably to window and door replacements that were completed in 2012.

5. FINANCIAL IMPLICATIONS

All items awarded are included in the 2013 budget. There are no other financial implications.

6. LOCAL MUNICIPAL IMPACT

These projects help to ensure Housing York properties are well maintained and an asset to the community.

7. CONCLUSION

The General Manager has the authority to award tender and proposal contracts up to \$500,000 under the Purchasing Bylaw, provided that certain conditions are met. A report is submitted quarterly to advise the Board of contract awards under this authority.

The two tenders awarded in the second quarter of 2013 have a total value of \$222,580.00.

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

The Senior Management Group has reviewed this report.

Recommended by:

Approved for Submission:

Bill Hughes
Treasurer

Adelina Urbanski
General Manager

August 14, 2013

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