

TO:	CHAIR AND MEMBERS CORPORATE SERVICES COMMITTEE MEETING ON MARCH 4, 2014
FROM:	MARTIN HAYWARD MANAGING DIRECTOR, CORPORATE SERVICES AND CITY TREASURER, CHIEF FINANCIAL OFFICER
SUBJECT:	SINGLE SOURCE SUPPLY & INSTALL STONEDECK FLOOR COATING TO THE CONTROLLED BASEMENT PARKING AREA IN CITY HALL

RECOMMENDATION

That, on the recommendation of the Managing Director, Corporate Services and City Treasurer, Chief Financial Officer:

- a) The price of \$53,685.00 (HST extra) negotiated with Stoncor Group, 95 Sunray Street, Whitby, ON L1N 9C9, to supply and install stonedeck floor coating to the controlled basement parking area in City Hall **BE ACCEPTED** on a single source basis in accordance with section 14.4 (e) and 14.5 (a) (ii) of the Procurement of Goods and Services Policy;
- b) Civic Administration **BE AUTHORIZED** to undertake all the administrative acts that are necessary in connection with this purchase; and
- c) Approval hereby given **BE CONDITIONAL** upon the Corporation entering into a purchase order relating to the subject matter of this approval.

BACKGROUND

Purpose

To obtain Council endorsement of the actions taken by Civic Administration for a single source procurement in accordance with section 14.4 (e) and 14.5 (a) of the Procurement of Goods and Services Policy.

Discussion

Civic Administration approval for a single source expenditure was obtained in accordance with section 14.4 (e) and 14.5 (a) (i) of the Procurement of Goods and Services Policy to supply and install stonedeck floor coating to the controlled basement parking area in City Hall at a cost of \$48,750.00.

To minimize disruption to the use of the parking area the work was scheduled to be undertaken and completed between December 24, 2013 and January 1, 2014 when City Hall was closed for business.

At the undertaking of preparatory work some areas of the concrete floor were found to be in a poorer condition than was evident when the original scope of work was prepared. To avoid deferring installation of the coating the contractor was directed to correct the newly discovered defects at additional cost and proceed with the work in accordance with the schedule.

The cost of \$4,935.00 to correct the newly discovered defects increased the total amount of the contract to \$53,685.00 which exceeds the \$50,000.00 limit for administrative approval of single source projects and Council endorsement of the actions taken by Civic Administration for a single source procurement in accordance with section 14.4 (e) and 14.5 (a) of the Procurement of Goods and Services Policy is being sought.

Financial Impact

Funding for this project has been provided in Capital Budget GG1555.

Acknowledgements

This report was written by Billy Sevier, Procurement Specialist, CPPB, C.I.M. and Rick Huitema, Facilities Technologist - Architectural.

RECOMMENDED BY:	REVIEWED & CONCURRED BY:
KEN OWEN DIVISION MANAGER, FACILITIES	MIKE TURNER DEPUTY CITY TREASURER, FINANCE AND CORPORATE SERVICES
REVIEWED & CONCURRED BY:	
MARTIN HAYWARD MANAGING DIRECTOR, CORPORATE SERVICES AND CITY TREASURER, CHIEF FINANCIAL OFFICER	

Cc: John Freeman - Manager of Purchasing and Supply;
Billy Sevier, Procurement Specialist.