



TOWNSHIP OF NORTH HURON

REPORT

Item No.

REPORT TO: Reeve Vincent and Members of Council
PREPARED BY: Jeff Molenhuis and Pat Newson
DATE: 20/03/2017
SUBJECT: RFQ for Trade Services Award
ATTACHMENTS: 2017-2019 Trade Services Award Schedule

RECOMMENDATION:

THAT the Council of the Township of North Huron hereby receives the RFQ for Trade Services Report for information purposes;

AND FURTHER THAT that the 2017-2019 work schedule be awarded to the Preferred Contractors indicated on the attached schedules, in accordance with the terms stipulated in the Request for Quotation documents for Trade Services.

EXECUTIVE SUMMARY

Typically, the Township calls contractors directly for quotations for various trade services at the time needed throughout the year, on an as-needed basis. Sometimes, the cost of the trade service varies due to different hourly rates, and administrative items such as WSIB or insurance aren't cleared up front. The purpose of the Request for Quotation (RFQ) process is to ensure that the Township is obtaining competitive pricing for these services, as well as clearing some administrative items up front. The RFQ's closed on February 27, 2017 at 11:30 a.m.

DISCUSSION

A summary of the bids received and a preferred calling order is attached to this report.

The Township reserved the right to reject the lowest bid or any quotation, or part of any quotation, reject all quotations, or cancel this quotation process in whole or in part. At this time, the Township of North Huron will not be awarding a contractor for Overhead Door Systems, Brush cutting, Masonry or Carpentry as we did not receive more than one bid. In those cases, we did not feel it met the intent of the RFQ of obtaining competitive bidding and therefore these services were not awarded a primary or secondary call order. It should be noted that the document was circulated to an extensive list of trade services used in the past. It is expected that these services will be re-issued for quotation in the future.

The agreement for the provision of Trade Services specified in this document shall take effect on April 3rd, 2017 and is set to expire on March 31st, 2019. Agreements within the provision of Trade Services would be subject to an extension determined by the Township of North Huron pending rate negotiations prior to the Contract Expiry date of March 31, 2019.

Capital projects are excluded from this RFQ.

Staff have recommended that an exception to the lowest bid be awarded to Cliff's Plumbing and Heating for the NHWCC Aquatic Centre Plumbing and the NHWCC HVAC. Cliff's Plumbing and

Heating installed the equipment at the NHWCC and their experience and familiarity with the Dectron HVAC unit at the Aquatic Centre makes this provider the best choice for this service. Montgomery's Industrial Services did not meet the minimum experience requirements that were required for working on the Aquatic Centre equipment.

FINANCIAL IMPACT

Pending the services required staff will be able to consider the financial impact prior to work taking place based on the bid prices received and any additional services required such as after hours and emergency calls.

FUTURE CONSIDERATIONS

No future considerations at this time.

RELATIONSHIP TO STRATEGIC PLAN

Goal 3 the Township is healthy and safe. Goal 4 the administration is fiscally responsible and strives for operational excellence.



Jeff Molenhuis, Director of Public Works



Sharon Chambers, CAO



Pat Newson, Director of Recreation & Facilities