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Report To: General Government Committee

Date of Meeting: May 6, 2024 **Report Number:** FSD-025-24

Authored by: Sandra McKee, Acting Purchasing Manager and Toni Anderson, Buyer

Submitted By: Trevor Pinn, Deputy CAO/Treasurer, Finance and Technology

Reviewed By: Mary-Anne Dempster, CAO

Resolution Number: **By-law Number:**

File Number: CL2024-15

Report Subject: Diane Hamre Recreation Complex Dehumidification Equipment

Recommendations:

1. That Report FSD-025-24, be received;
2. That HTS Engineering with a total bid amount of \$677,796.70 (Net HST Rebate) being the lowest compliant bidder meeting all terms, conditions and specifications of tender CL2024-15 be awarded the contract for the supply of dehumidification equipment, as required by the Community Services Division;
3. That the total funds required for this project is \$677,796.70 (Net HST Rebate), is in the approved budget allocation as provided and be funded from the following account:

Description	Account Number	Amount
DHRC – Building Improvements	110-42-421-84244-7401	\$677,797

4. That all interested parties listed in Report FSD-025-24, and any delegations be advised of Council's decision.

Report Overview

To request authorization from Council to award CL2024-15 for the supply of dehumidification equipment for the Diane Hamre Recreation Complex.

1. Background

- 1.1 Tender specifications and drawings were prepared by CIMA Canada Inc. and provided by the Community Services Division to the Purchasing Services Division. The scope of work included the supply of dehumidification equipment for the Diane Hamre Recreation Complex.
- 1.2 Tender CL2024-15 was issued by the Purchasing Services Division and advertised electronically on the Municipality's website.
- 1.3 Seven companies registered as official plan takers. The tender document included two non-mandatory site visits. Four companies attended the mandatory site visits.

2. Analysis

- 2.1 The tender closed on April 25, 2024.
- 2.2 Two submissions were received in response to the tender call (see attachment 1). One submission received included restrictive conditions and did not include all the specified requirements; therefore, their submission was deemed non-compliant. The compliant submission was forwarded to the Community Services Division for their review and consideration.
- 2.3 HTS Engineering has completed work for the Municipality in the past with satisfactory results.
- 2.4 After review and analysis of the bid by the Community Services Division and the Purchasing Services Division, it was mutually agreed that the low compliant bidder HTS Engineering be recommended for the award of CL2024-15.

3. Financial Considerations

- 3.1 The total funds required for this project in the amount of \$677,796.70 (Net HST Rebate) is in the approved budget allocation as provided and be funded by the Municipality as follows:

Description	Account Number	Amount
DHRC – Building Improvements	110-42-421-84244-7401	\$677,797

3.2 Queries with respect to the division needs should be referred to the Director of Community Services.

4. Strategic Plan

The replacement of the dehumidification equipment at the Diane Hamre Recreation Complex supports strategic plan priority L.2.5 - Maintain, protect, and invest in Municipal infrastructure and assets.

5. Concurrence

This report has been reviewed by the Deputy CAO, Public Services who concurs with the recommendations.

6. Conclusion

It is respectfully recommended that HTS Engineering with a total bid price of \$677,796.70 (Net HST Rebate) being the low compliant bidder be awarded the contract for the supply of dehumidification equipment for the Diane Hamre Recreation Complex, in accordance with the terms, conditions and specifications of Tender CL2024-15

Staff Contact: Sandra McKee, Acting Purchasing Manager, 905-623-3379 ext. 2210 or smckee@clarington.net.

Attachments:

Attachment 1 - Summary of Bid Results

Interested Parties:

List of Interested Parties available from Department.

Attachment #1

Municipality of Clarington

CL2024-15

Diane Hamre Recreation Complex Dehumidification Equipment

Bid Summary

Bidder	Total Bid Price (Including HST)	Total Bid Price (Net HST Rebate)
HTS Engineering	\$752,663.39	\$677,796.70
Kilmer Environmental	Non-Compliant	Non-Compliant