



TO: GENERAL COMMITTEE

SUBJECT: 2016 PURCHASING ACTIVITY REPORT

WARD: ALL

PREPARED BY AND KEY CONTACT: J. MUNSHAW, PURCHASING MANAGER AND CPO

SUBMITTED BY: C. MILLAR, DIRECTOR OF FINANCE AND TREASURER

GENERAL MANAGER APPROVAL: D. MCALPINE, GENERAL MANAGER OF COMMUNITY AND CORPORATE SERVICES

CHIEF ADMINISTRATIVE OFFICER APPROVAL: M. PROWSE, CHIEF ADMINISTRATIVE OFFICER

RECOMMENDED MOTION

1. That the following schedules representing the 2016 Procurement Activity Report be received for information:
 - a) The circumstances and details of any emergency purchases with a procurement value equal to or greater than \$10,000 as attached in Appendix "A" to Staff Report FIN009-17; and
 - b) The circumstances and details of all non-standard procurements with a procurement value equal to or greater than \$10,000 as attached in Appendix "B" to Staff Report FIN009-17.

PURPOSE & BACKGROUND

Report Overview

2. The 2016 Purchasing Activity report reflects the procurement activity for the 2016 budget year and the report is completed in accordance with the Procurement By-Law that was in place during the purchasing activity period, being the Procurement By-Law 2016-035.
3. The Procurement By-law requires the Chief Procurement Officer to provide the following information:
 - a) An annual information report with the circumstances and details of any emergency purchases with a procurement value equal to or greater than \$10,000.
 - b) An annual information report with the circumstances and details of any non- standard procurements with a procurement value equal to or greater than \$10,000.

ANALYSIS

4. The Procurement Activity Reports are provided in Appendices “A” and “B” as follows:
- a) Appendix “A” reports the circumstances and details of any emergency purchases with a procurement value equal to or greater than \$10,000. 2016 Emergency Purchases information captured within this summary is based on input from Purchasing Staff and a review of the Purchase Order (PO) Log. A formal tracking system for Emergency purchases has been put in place in 2017.
 - b) Appendix “A” reports the circumstances and details of any non-standard purchases with a procurement value equal to or greater than \$10,000. A formal tracking system for non-standard purchases has been put in place in 2017.

Procurement Service Review and Next Steps

5. During this year, the service review was completed. Most recommendations have been implemented with the anticipation that staff will continue to implement additional recommendations in 2017/2018:

Activity Description	Status as of December 31, 2016	Additional Comments
Review, update, obtain approval and implement Procurement By-Law	Complete	
Development and implementation of broader suite of procurement templates	Complete	
Development and implementation of procurement manual	Complete	
Procurement training program for initial implementation and changes	Complete	2016 – Implementation training provided by Paul Emanuelli
Review P-Card program and provide training	Complete	2017 Q1 – P-card Policy and Procedures and new on-line platform was rolled out to the City with training
Use of rosters and supply agreements	On going	2017 - continued implementation based on identified opportunities
Post implementation training program development and implementation	On going	2017 – Protocol and template training needs identified. Materials and training development to be completed in 2018
Make better use of technology	On going	2017 - E-Tendering planning , rollout expected 2018; SAP timelines contingent upon Corporate project

6. In alignment with Barrie's strategy, during 2018 Purchasing will look to provide more efficient services through innovation and process improvements. The focus will use Lean/Six Sigma efforts to design and migrate to new end-to-end, highly automated procurement processes through implementation of technology solutions (E-Tendering). This will position purchasing throughout the City of Barrie to become more strategic and proactive increasing value for money.

ENVIRONMENTAL MATTERS

7. There are no environmental matters related to the recommendation.

ALTERNATIVES

8. As this Staff Report is being presented for information purposes only, no alternatives are presented.

FINANCIAL

9. There are no financial implications for the Corporation resulting from the proposed recommendation.

LINKAGE TO 2014-2018 STRATEGIC PLAN

10. The recommendation(s) included in this Staff Report are not specifically related to the goals identified in the 2014-2018 Strategic Plan.



APPENDIX "A"

2016 Emergency Purchases over \$10,000

PO#	Department Branch	Description	Vendor Name	Award Amount (Before Taxes)
68333	Parks/Forestry	Ice Storm Clean-up Assistance	Davey Tree Expert Company	\$ 41,295.00
68334	RPF	Ice Storm Clean-up Assistance	Wes Tree Service	\$ 42,000.00
70182	Facilities	Library Building Automation System failure	MBA Controls	\$ 69,375.00
70258	WWTF	Waste Flare Gas Pipe Repair	Eisses Enterprises	\$ 11,500.00
72846	Facilities	Transit Terminal - Electric Furnaces due to roof top failure	Murray Mechanical	\$ 19,756.40
73785	Facilities	Replacement of Sidewalk & Unit Pavers due to safety concerns	Serve Construction	\$ 108,543.75
73951	WWTF	Holly Pump Repair	XYLEM Canada Company	\$ 44,243.75
73952	WWTF	BSF Tank 2 Mixer	XYLEM Canada Company	\$ 22,730.25
74793	Facilities	Transit Terminal Roof Top Fan Replacement Consulting Services due to failure of system	Ameresco Consulting Inc.	\$ 23,500.00
75611	Facilities	Transit Terminal Roof Top Unit replacement	Western Mechanical	\$ 84,236.00
75624	Wastewater	Holly Force main Emergency Repair	Region of Huronia Environmental Services Ltd.	\$ 46,974.35

2016 Total Emergency Purchases (Excluding Taxes) \$ 514,154.50

APPENDIX "B"

2016 Non-standard Procurements over \$10,000

Cert #	Term	Dept Branch	Description	Vendor Name	Estimated Award Amount
FIN 2016-S001	5 Years	Information Technology	Spectra Logic Specific Parts & Services	Spectra Logic Corporation	\$150,000.00
FIN 2016-S002	Single Purchase	Water	Water Main Repair at Bothwell Cres and Sophia Creek	Wamco / B+J Contracting	\$ 33,723.13
FIN 2016-S004	Single Purchase	Human Resources	Executive Recruitment Services	Odgers Berndtson	\$ 40,000.00
FIN 2016-S005	2 Years	Environmental	Consulting Services associated with the Groundwater Monitoring Program	Golder Associates	\$ 18,000.00
FIN 2016-S006	5 Years	Invest Barrie (Business Development, Creative Economy)	Georgian College Services	Georgian College	\$ 50,000.00
FIN 2016-S007	2 Years	Invest Barrie (Business Development, Creative Economy)	VentureLAB Services	VentureLAB Services	\$ 50,000.00
FIN 2016-S008	Single Purchase	ERP	SAP System Audit Finance (FI), Controlling (CO), and Funds Management (FM) modules within SAP	SAP Canada Inc.	\$ 45,000.00
FIN 2016-S009	Single Purchase	Fleet	Overhaul of Landfill Compactor	Toromont Caterpillar	\$ 72,333.00
FIN 2016-S010	5 Years	Finance	Credit Rating Agency	Standard & Poor's	\$ 17,000.00 *
FIN 2016-S012	5 Years	Environmental	Processing of Waste Mattresses	Recyc-Mattresses	\$ 325,000.00
FIN 2016-S013	5 Years + 5 Year Ext. Option	Fire (BFES)	Scott Brand Self Contained Breathing Apparatus (SCBA)	Scott Safety	\$ 700,000.00
FIN 2016-S015	5 Years	Water	Equipment, Parts & Service for Trojan UV System	H2 Flow Equipment	\$ 200,000.00
FIN 2016-S016	5 Years	Water	Maintenance of Valves Within the Ground Water System	Syntec Process Equipment	\$ 125,000.00



Cert #	Term	Dept Branch	Description	Vendor Name	Estimated Award Amount
FIN 2016-S017	5 Years	Water	Equipment, Parts, Pumps, Meters and Services on Existing Ground Water System Throughout the City of Barrie	Metcon Sales and Engineering	\$ 300,000.00
FIN 2016-S018	5 Years	Water	Equipment, Parts and Service for Operation of the Ground Water and Surface Water System	Evoqua (formerly Siemens/Wallace and Tiernan)	\$ 300,000.00
FIN 2016-S019	5 Years	Water	Equipment, Parts and Service for In-Ground Pressure-Regulating Vaults & Valves Throughout the City of Barrie	Devine and Associates	\$ 200,000.00
FIN 2016-S021	30-Apr-25	Multiple/Corporate	Motorola Equipment	Point to Point Communications / Sitecom	\$ 651,000.00*
FIN 2016-S022	5 Years	Wastewater	All component parts and accessories required to equipped clarifiers at Barrie's WWTF with collection systems suited for intended application.	C & M Environmental Technologies	\$ 1,250,000.00
FIN 2016-S023	Single Purchase	Human Resources	Executive Recruitment Services	Odgers Berndtson	\$ 35,000.00
FIN 2016-S024	April 10, 2017 + 2x1 year Extension Option	Multiple/Corporate	Supply & Delivery of paper supplies (OECM Contract)	Corporate Express / Staples	\$ 75,000.00
FIN 2016-S025	Single Purchase	Human Resources	Executive Recruitment Services	Odgers Berndtson	\$ 160,000.00
FIN 2016-S026	2 Months approx.	Engineering - Infrastructure Planning	Huron-Wendat Nation onsite monitoring during archaeological field work associated with detailed design of Harvie Big Bay Crossing Over Highway 400	Huron-Wendat Nation	\$ 50,000.00
FIN 2016-S027	1 year + 4x1 year Extension Option	Wastewater	Upgrade & calibration of existing GPS-X™ computational model of WwTF with Technical Support	Hydromantis Environmental Software Solutions	\$ 43,400.00
FIN 2016-S028	Single Purchase	Information Technology	Software upgrade required to maintain supportability of current and future phone infrastructure	Phoneware Limited	\$ 16,000.00



Cert #	Term	Dept Branch	Description	Vendor Name	Estimated Award Amount
FIN 2016-S029	5 year	Information Technology	FIREHOUSE Software (Records Management System for fire service)	Affiliated Computer Services Inc./Micro Business Solutions	\$ 74,482.00
FIN 2016-S030	5 year	Information Technology	Symposium Software (Software used for public safety)	Symposium Technologies Inc.	\$ 302,200.00
FIN 2016-S031	Single Purchase	CAO/Mayor	Forensic and Investigative Services	Deloitte LLP	\$ 100,000.00
FIN 2016-S032	Single Purchase	ERP	Test Lead Services for the ERP Project (Consulting Services to Lead Testing Activities)	Slaats Systems Solutions Inc.	\$ 130,000.00
FIN 2016-S033	1.5 Years	Transit	Transit Bench & Waste Bin Advertising	The Bench Press Ltd. o/a Creative Outdoor Advertising	\$ 54,000.00
FIN 2016-S034	Single Purchase	Human Resources	Evaluation of all part-time job descriptions using the McDowall Job Evaluation System	Marianne Love Consulting Services Inc.	\$ 25,000.00
FIN 2016-S036	5 Year	Information Technology	GEOWARE Software (includes support & maintenance) - Waste management system for Environmental Services	Geoware Inc.	\$ 75,800.00
FIN 2016-S037	Single Purchase	Engineering - Infrastructure Planning	Project Management Services for to be completed concurrently with the new highway 400 crossing @ Harvie Rd: - Harvie Rd ROW Expansion - Bryne Dr ROW Expansion - Big Bay Pt ROW Expansion - Bayview Dr ROW Expansion - Essa Rd ROW Expansion	Colliers International	\$ 457,600.00
FIN 2016-S039	5 Year	Water	Supply & Delivery of Allen-Bradley (Rockwell Automation) ControlLogix, CompactLogix, and Dynamix Controllers and associated components	Westburne Electrical Supply	\$700,000.00
FIN 2016-S040	5 Year	Information Technology	Software for industrial automation, used by water/wastewater to monitor their systems	Proficy HMI/SCADA iFIX Software	\$ 139,636.60



Cert #	Term	Dept Branch	Description	Vendor Name	Estimated Award Amount
FIN 2016-S041	3 Years +1 option year Extension Option	Wastewater	Liquid Gas Supply and Services	Praxair Canada Inc.	\$ 2,311,116.00
FIN 2016-S042	5 Year	Water	Maintenance of SCADA equipment within the Ground Water System and the SWTP	Lakeside Processing	\$ 150,000
FIN 2016-S043	Single Purchase	ERP	Implementation of Business Partner for SAP	SAP Canada Inc.	\$ 276,060.00
FIN 2016-S044	5 Year	Water	Supply, Delivery, & Installation of Water Meter Reading Infrastructure & Associated Metering/Transmission Equipment	Wamco Municipal Products and Sensus/KTI Ltd.	\$ 750,000.00
FIN 2016-S046	1 Year	Invest Barrie (Business Development, Creative Economy)	Pageantry program for Canada's 150th birthday	The Look Company	N/A
FIN 2016-S047	2 Years	Roads	Supply & Delivery of SedEvent Monitoring Stations for Water Quality	FTS Forest Technology Systems Ltd.	\$ 100,000.00
FIN 2016-S048	4 Months	Engineering - Infrastructure Planning	Update CoB population & employment forecast as background requirement to the Water/Wastewater & Drainage Master Plans. Analysis will also be used to update Transportation Master Plan.	Watson & Associates Economists Ltd.	\$ 71,500.00
FIN 2016-S049	2 Years	Roads	Stormwater Monitoring Field Equipment	Hoskin Scientific Limited	\$ 55,000.00
FIN 2016-S050	5 Years	Information Technology	InfoWater Software	Innovyze	\$ 18,000.00
FIN 2016-S051	5 Years	Information Technology	Synchro plus SimTraffic Software Package	Trafficware, LLC	\$ 15,000.00
FIN 2016-S052	Single Purchase	Invest Barrie (Business Development, Creative Economy)	Stage Productions	3L Production	\$ 40,000.00



Cert #	Term	Dept Branch	Description	Vendor Name	Estimated Award Amount
FIN 2016-S053	5 Years	Wastewater	Replacement pumps, components, parts & repairs required for pumps operating throughout the WwTF including preliminary, primary, secondary & solids treatment areas	Directrik Inc.	\$ 500,000.00
FIN 2016-S054	Single Purchase	Facilities	Stage 1 Archaeological Investigation	A.M Archaeological Associates	\$ 20,000.00
2016 Non Standard Procurement (Excluding Taxes)					\$ 9,691,850.73

*2016 PO's only. Future years purchases based on approved yearly budget