



REPORT FOR ACTION

Agreement for Sheet Metal Contractor Services and related works to Exhibition Place

Date: June 10, 2020
To: The Board of Governors of Exhibition Place
From: Don Boyle, Chief Executive Officer
Wards: All

SUMMARY

This report recommends that the Board enter into an agreement with York Chutes ("York") for the non-exclusive supply of Sheet Metal Contractor Services and related works to Exhibition Place.

A Request for Quotation (RFQ) process was issued through Exhibition Place Purchasing for the provision of Sheet Metal contractor services and related works. An email notification was sent to four providers of these services and the Call Document was posted on our website.

RECOMMENDATIONS

The Chief Executive Officer recommends that:

1. The Board of Governors approve an agreement with York Chutes for the non-exclusive supply of sheet metal contractor services and related works to Exhibition Place for a period of one year, commencing on June 15, 2020 and ending on June 15, 2021, with the option to extend for three additional one-year periods on the terms and conditions outlined in this report, and other such terms and conditions satisfactory to the Chief Executive Officer and the City Solicitor.

FINANCIAL IMPACT

The projected annual expenditure for Sheet Metal Contractor Services and related works at Exhibition Place is \$25,300.00 and is provided for in the 2020 and 2021 Operating Budget.

DECISION HISTORY

The Exhibition Place 2017 – 2019 Strategic Plan had a Financial Goal to ensure the effective monitoring of costs and revenues, and as a strategy to support this Goal we will strengthen controls through the review and updating of our financial systems.

At its meeting of February 12, 2016, the Board approved entering into an agreement with De Courcy Steel Ltd. for the provision of Sheet Metal Contractor Services and related works at Exhibition Place. The agreement expired on January 31, 2020.
[https://www.explace.on.ca/files/file/58d03e93900d2/Item-12-Sheet-Metal\(2\).pdf](https://www.explace.on.ca/files/file/58d03e93900d2/Item-12-Sheet-Metal(2).pdf)

COMMENTS

On May 7, 2020, Exhibition Place Purchasing issued a Request for Quotation to establish a new agreement for the provision Sheet Metal Contractor Services and related works for Exhibition Place, commencing on June 15, 2020.

The RFQ specified the Board's requirements and service expectations and was accordingly structured in a manner that required bidders to list hourly rates for various personnel and equipment that could be used in carrying out not only repairs to Sheet Metal works, but other related general contractor related work, as well as, percentage mark-ups over invoice cost for all materials used. For comparison purposes, the hourly rates quoted were applied to projected annual requirements resulting in Total Lump Sum Prices. Firm prices were quoted for the first year with percentage increases for each of the three option years to be based on Consumer Price Index (CPI) increases.

The RFQ closed on May 22, 2020, with two quotations received. The results exclusive of HST and payment discounts were as follows:

Bidder	June 15, 2020 to June 15, 2021
York Chutes	\$25,300.00
Black & McDonald Ltd.	\$39,570.00

The York quotation is the overall lowest acceptable bid received in compliance with all requirements.

The City of Toronto Fair Wage and Labour Trades Office confirms that York is in compliance with the Fair Wage and Labour Trades requirements for this work.

York Chutes is based in Woodbridge, Ontario, and has carried on business in sheet metal contractor services since 1965. References include Ellis Don, Omni Group, and TMG Builders.

Terms and Conditions:

Staff are recommending the approval of an agreement with York Chutes on the following terms and conditions:

- (a) Term: One year commencing June 15, 2020, on an as required basis, with the Board option to extend for three additional one-year periods subject to satisfactory performance review and budget availability.
- (b) Pricing: Pricing is to be fixed during the term of the Agreement in accordance with the terms of the RFQ.
- (c) Assignment: The agreement shall not be assigned by York without written consent of the Board.
- (d) Indemnity/Insurance: York shall provide proof of insurance in a form and amount satisfactory to the Board, and containing provisions including the Board and the City of Toronto as additional insured with a cross liability/severability of interest clause of standard wording.
- (e) Union Obligations: York shall comply with all trade union/association agreements affecting work done on the grounds.
- (f) Other Commercial Terms: The agreement shall include other standard commercial terms respecting termination, and other matters in a form satisfactory to the City Solicitor and the CEO.

CONTACT

Paul Torkan, Director, Operations Services, 416-263-3664, ptorkan@explace.on.ca

Mark Goss, General Manager, Operations, 416-263-3660, mgoss@explace.on.ca

SIGNATURE

Don Boyle
Chief Executive Officer

