



REPORT FOR ACTION

Movable Partition Wall Systems Maintenance and Repairs Services Agreement

Date: February 4, 2019
To: The Board of Governors of Exhibition Place
From: Dianne Young, Chief Executive Officer
Wards: All

SUMMARY

This report recommends approving an agreement with Corflex Partitions Inc. ("Corflex") for the non-exclusive provision of Hufcor movable partition walls maintenance and repair services for a one-year term with three (3) additional one-year options to renew. This recommendation follows the competitive Request for Quotation process undertaken by Exhibition Place considering two (2) companies that have experience providing these services.

RECOMMENDATIONS

The Chief Executive Officer recommends that:

1. The Board of Governors approve an agreement with Corflex Partitions Inc. for the non-exclusive provision of Hufcor wall maintenance and repair services for a one-year term with three (3) additional one-year options to renew on the terms and conditions set out in this report and such other terms and conditions required by the Chief Executive Officer and City Solicitor.

FINANCIAL IMPACT

The funding for the Hufcor wall maintenance and repair services is provided for in the 2019 Operating Budget, and will be provided for in the 2020, 2021 and 2022 Operating Budgets as required.

Annually the cost of these services ordered as required are in the amount of \$66,000.00 for labour, equipment and materials, exclusive of HST.

DECISION HISTORY

The Exhibition Place 2017 – 2019 Strategic Plan has a Public Space and Infrastructure Goal to ensure our State-of-Good Repair plan and process is adequately linked to our capital plan and as a Strategy to support this goal we will increase our preventative maintenance program to maintain facilities and rolling assets in good working order.

At its meeting of March 6, 2015 the Board approved of an award to Corflex Partitions Inc. for the provision of Partition Wall Systems Maintenance and Repairs Services for a one-year period with the option to extend for an additional three one-year periods.

<https://www.explace.on.ca/files/file/58c6ba547ccfd/Item-8-Walls.pdf>

COMMENTS

There are a total of 19 various sized moveable partition walls manufactured by Hufcor Inc. located in Enercare Centre, Beanfield Centre and the Better Living Centre at Exhibition Place.

The Request for Quotations for Hufcor movable partition wall maintenance and repair services was issued by Exhibition Place on December 21, 2018 and two (2) quotations were received from Corflex Partitions Inc. and Extreme Partitions Ltd. with the evaluated low bid meeting specifications from Corflex.

The RFQ detailed the Board's specific requirements which included guaranteed on demand response time for emergency services, experience with moveable partition wall systems and access to original manufacturers parts.

Corflex is a Canadian company with a head office in Delsen, Quebec and is a supplier of various space optimization systems with service and installation activities across Canada. References include Ottawa Convention Centre, Versailles Convention Centre and Shurway Contracting Ltd.

Terms and Conditions:

The substantial terms and conditions of the agreement with Corflex are as follows:

- Term: One year from date of issue, on an as required non-exclusive basis, with the option to extend for three (3) additional separate one-year periods subject to satisfactory performance review and budget availability.
- Hourly Rates:
 - Technician: \$100.00/hour
 - Technician Premium Time: \$150.00/hour
 - Minimum charge per call-in: \$400.00 or four hours
 - Percentage markup on materials: 20%
- Pricing: Pricing is to be fixed during the first year of the Agreement in accordance with the terms of the Request for Quotation.

- Assignment: The agreement shall not be assigned by Corflex without written consent of the Board.
- Insurance: Proof of insurance shall be provided 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.
- Collective Agreements: Compliance is required with all trade union/association agreements affecting work done on the grounds.
- Extensions: Increases in pricing for three one-year options will be based on the Consumer Price Index (CPI), all items, Toronto and calculated three months prior to expiry of then current year agreement
- Additional Clauses: The agreement shall include other standard commercial terms respecting termination and other matters in a form satisfactory to the City Solicitor and the Chief Executive Officer.

CONTACT

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SIGNATURE

Dianne Young
Chief Executive Officer

ATTACHMENTS
