

REPORT FOR ACTION

Engineering Safety Review and Assessment Services

Date: March 30, 2021
To: The Board of Governors of Exhibition Place
From: Don Boyle, Chief Executive Officer
Wards: All Wards

SUMMARY

This report is to advise the Board of the recent Request for Quotation ("RFQ"), the evaluation process and recommend an award to enter into an agreement with 2122654 Ontario Inc. ("Ontario Inc."), commencing on June 1, 2021 for a one-year period with an option to renew for three (3) additional one-year periods, for the provision of engineering safety review and assessment services.

A RFQ was issued by Exhibition Place and posted on MERX for the non-exclusive provision of these services.

RECOMMENDATIONS

The Chief Executive Officer recommends that:

1. The Board approve an agreement with 2122654 Ontario Inc. for a one-year period commencing June 1, 2021 with three (3) additional one-year options to renew for the provision of engineering safety review and assessment services on the terms and conditions outlined in this report, and other such terms and conditions satisfactory to the CEO and City Solicitor.

FINANCIAL IMPACT

The agreement between the Board and Ontario Inc. will result in a projected expenditure of \$115,000.00 plus HST per year, which cost is provided for in the 2021 budget and will be provided for in the 2022, 2023, and 2024 Operating Budget as required.

DECISION HISTORY

The Exhibition Place 2017-2019 Strategic Plan had an objective to implement a comprehensive safety program focused on our guests, property, and assets to reduce claims in all categories and the strategy to support that goal will be accomplished by ensuring all show installations, equipment, and our facilities meet the highest safety standards in compliance with all Building Code, Fire Code, and all other applicable legislation.

At its meeting on May 18, 2017, the Board approved an award to 2122654 Ontario Inc. for a one-year period with options to renew for three (3) additional one-year periods. <https://www.explace.on.ca/files/file/59147f1b0719a/EP3.15---Engineering-Safety-Review-Services.pdf>

On February 22, 2021, Exhibition Place issued a Request for Quotation EPRFQ 2021-36023 which was posted on MERX for the provision of Engineering Safety Review and Assessment Services to establish a new agreement commencing on June 1, 2021.

The RFQ specified the Board's requirements and service expectations and was structured in a manner that required bidders to list hourly rates for the services required. For comparison purposes, the hourly rates quoted were applied to projected annual Exhibition Place requirements resulting in calculated total lump sum prices. Firm prices were quoted for the first year of the term with increases based on the Consumer Price Index (CPI) for each of the option years.

2122654 Ontario Inc. was incorporated in 2006 as a Professional Engineering firm and has provided Engineering Safety Review and Assessment Services to Sypher & Associates, Yonge-Dundas Square and Juiceworks Exhibits. The company has previously provided the same services at Exhibition Place.

COMMENTS

Exhibition Place issued a Request for Quotation on MERX on February 22, 2021 to establish an agreement for the provision Engineering Safety Review and Assessment Services. The RFQ closed on March 15, 2021 with responses received from the following companies; one (1) with quotation and one (1) no-bid:

- 2122654 Ontario Inc.
- Pinchin Ltd.

The Exhibition Place Evaluation Team reviewed the response received in accordance with the detailed RFQ criteria and requirements which included the bidder's qualifications, references, and experience with similar clients, understanding of the requirements, and firm hourly rates for the first year of the agreement.

The Evaluation Team concluded that Ontario Inc. should be awarded the agreement having met all requirements of the RFQ.

Material Terms

- (a) Fees: Services will be provided on an hourly rate basis as required plus HST for one year with annual increases based on the Consumer Price Index (CPI);
- (b) Assignment: The agreement shall not be assigned by 2122654 Ontario Inc. without the written consent of the Board which may not be unreasonably withheld;
- (c) Indemnity/Insurance: Ontario Inc. 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; and
- (d) 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

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SIGNATURE

Don Boyle
Chief Executive Officer