



## Contract Awards, Facilities

**To:** Special Finance, Budget and Enrolment Committee

**Date:** 26 April, 2022

**Report No.:** 04-22-4305

### Strategic Directions

- Allocate Human and Financial Resources Strategically to Support Student Needs

### Recommendation

It is recommended that the contract awards on Appendix B be approved.

### Context

In accordance with the Board's Policy P.017 - Purchasing:

- The Director or designate may approve facility related contracts over \$50,000 and up to \$500,000 and report such contracts to Finance, Budget & Enrolment Committee;
- Finance, Budget & Enrolment Committee may approve facility related contracts in excess of \$500,000 and up to \$1,000,000; and
- The Board shall approve all facility related contracts over \$1,000,000. All contracts for Consulting Services in excess of \$50,000 must be approved by the Board;

The recommended suppliers and the term of each contract are shown in the attached appendices. Appendix A outlines contract awards provided for information; Appendix B outlines contracts requiring Finance, Budget & Enrolment Committee approval and Appendix C outlines contracts requiring Board approval. The amounts shown are based on the total value over the term of the contract unless indicated otherwise. Actual amounts depend on the volume of products/services actually used during the term of the contract.

**Note:** Appendix E has been added to this report to enhance transparency and accountability around changes to Facilities Services project costs. Any previously approved vendor contracts with change orders exceeding \$500,000 will be captured in

this Appendix of the report. Staff will also incorporate any changes in project costs, in the Capital Projects status report in April and October.

Contractors bidding on Board construction/maintenance projects must be pre-qualified. Consideration is given to bonding ability, financial stability, depth of experience, references, on-site safety record, and proof of union affiliation (applies to projects less than \$1.3M or additions less than 500 square feet). Issuing a market call to pre-qualify is periodically advertised in the Daily Commercial News and on electronic public bidding websites to facilitate broader public access.

When a Request for Tender is issued, the lowest cost bid is accepted where quality, functionality, safety, environmental and other requirements are met.

When a Request for Proposals is issued, a variety of evaluation criteria are used, including price. Each of those criteria is weighted based on relative importance to the Board. The bidder with the highest overall score is recommended for contract award.

Every effort is made to include input from the users in the development of specifications and the evaluation process.

Opportunities to bid on Tenders and Proposals are posted on the Bids & Tenders e-Tendering portal [www.bidsandtenders.ca](http://www.bidsandtenders.ca).

Copies of all bids received and detailed information regarding all recommended awards are available in the Purchasing Services department.

In 2021, funding from the federal government, tied to the COVID-19 pandemic, was made available to school boards for pre- approved capital infrastructure projects. This funding comes with extremely short and rigid timelines. According to the funding criteria, school boards are responsible for the cost of any projects that are not completed by the stated Ministry deadline. As a result, it is critical that projects get tendered and materials get ordered as quickly as possible to take full advantage of all funding available. The established emergency COVID purchasing process will be followed to expedite completion of all projects. As tenders/RFPs for projects and/or materials close, they will be reported to the Finance, Budget and Enrolment Committee for information.

## **Action Plan and Associated Timeline**

Not applicable.

## **Resource Implications**

Funding sources have been identified for each award listed in the attached appendices.

## **Communications Considerations**

Not applicable.

## **Board Policy and Procedure Reference(s)**

PO:17 - Purchasing

## **Appendices**

- Appendix A: Nil Items
- Appendix B: Contracts Requiring Finance, Budget & Enrolment Committee Approval
- Appendix C: Nil Items
- Appendix D: Summary of Select Facilities Contracts
- Appendix E: Facilities Services Contract Change Orders Exceeding \$500,000

## **From**

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**Facility Services Contracts Provided for Information Only (over \$50,000 and up to \$500,000)**

#	User/Budget Holder School/Dept.	Products/Services Details	Ward	Recommended Supplier	Low Bid / Highest Score	Object -ions	No. of Bids Rec'd	Total Contract Amount	Projected Start/End Date of Contract	Customer Involvement	Funding Source
-	Nil Items		-		-	-	-	-	-	-	-
<b>ROOFING</b>											
-	Nil Items		-		-	-	-	-	-	-	-
<b>MECHANICAL</b>											
-	Nil Items		-		-	-	-	-	-	-	-
<b>STRUCTURAL / BRICK WORK</b>											
-	Nil Items		-		-	-	-	-	-	-	-
<b>WINDOWS</b>											
-	Nil Items		-		-	-	-	-	-	-	-
<b>ELECTRICAL</b>											
-	Nil Items		-		-	-	-	-	-	-	-
<b>BARRIER FREE</b>											
-	Nil Items		-		-	-	-	-	-	-	-
<b>PARKING LOTS</b>											
-	Nil Items		-		-	-	-	-	-	-	-
<b>FIELD RESTORATION</b>											
-	Nil Items		-		-	-	-	-	-	-	-
<b>INTERIOR COMPONENTS / FASCIA / PAINTING</b>											
-	Nil Items		-		-	-	-	-	-	-	-
<b>OTHER</b>											
-	Nil Items		-		-	-	-	-	-	-	-





APPENDIX C

**Facility Services Contracts Requiring Board Approval (contracts over \$1,000,000 and Consulting Services over \$50,000)**

#	User/Budget Holder School/Dept.	Products/Services Details	Ward	Recommended Supplier	Low Bid / Highest Score	Object -ions	No. of Bids Rec'd	Total Contract Amount	Projected Start/End Date of Contract	Customer Involvement	Funding Source
-	Nil Items	-	-	ROOFING	-	-	-	-	-	-	-
-	Nil Items	-	-	MECHANICAL	-	-	-	-	-	-	-
-	Nil Items	-	-	STRUCTURAL / BRICK WORK	-	-	-	-	-	-	-
-	Nil Items	-	-	WINDOWS	-	-	-	-	-	-	-
-	Nil Items	-	-	ELECTRICAL	-	-	-	-	-	-	-
-	Nil Items	-	-	BARRIER FREE	-	-	-	-	-	-	-
-	Nil Items	-	-	PARKING LOTS	-	-	-	-	-	-	-
-	Nil Items	-	-	FIELD RESTORATION	-	-	-	-	-	-	-
-	Nil Items	-	-	INTERIOR COMPONENTS / FASCIA / PAINTING	-	-	-	-	-	-	-
-	Nil Items	-	-	OTHER	-	-	-	-	-	-	-



**Summary of Select Facilities Contracts  
(September 1, 2021 to Present)**

-	Project Classification	Total Number of Projects for this Report	Total Number of Projects 2021/22 to date	Total Expenditures for this Report	Total 2021/22 Contract Awards Reported to Date	Current Backlog
1	ROOFING	2	54	\$ 1,550,290	\$ 61,172,001	\$ 73,918,032
2	MECHANICAL	1	60	\$ 512,000	\$ 40,139,961	\$ 1,660,226,066
3	STRUCTURAL / BRICK WORK	0	17	-	\$ 6,100,453	\$ 146,843,259
4	WINDOWS	0	16	-	\$ 18,300,059	\$ 73,067,794
5	ELECTRICAL	0	32	-	\$ 6,757,218	\$ 425,691,172
6	BARRIER FREE	0	0	-	-	-
7	PARKING LOTS	0	5	-	\$ 1,230,850	\$ 96,192,052
8	FIELD RESTORATION	2	6	\$1,378,796	\$ 3,153,522	\$ 242,432,336
9	INTERIOR COMPONENTS / FASCIA / PAINTING	0	9	-	\$ 4,806,626	\$ 931,643,271
10	OTHER (FDK, EL4, and Compliance)	0	19	-	\$ 4,946,471	-

-	Project Classification	Total Number of Projects for this Report	Total Number of CVRIS Projects to date	Total CVRIS Expenditures for this Report	Total CVRIS Contract Awards Reported to Date
-	COVID Resilience Infrastructure Funding Stream (CVRIS) Projects *	0	13	-	\$ 5,857,555

\* Note: these CVRIS values are also reflected in the main Appendix D table above under their appropriate trade category.

<b>Overall Running Total (CVRIS) Projects from April 2021 to Date:</b>	75	<b>Total April 2021 to Date:</b>	\$ 46,095,451
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**APPENDIX E**

**Facilities Services Contract Change Orders Exceeding \$500,000**

Nil Items