

Appendix A

No.	Report Name	Vendor Name(s)	Type	Description	Amount
1	Furniture for St. Joseph Morrow Park Catholic Secondary School RFP Award	a)Harkel Office Furniture Limited b)Alumni Classroom Furniture c) Schoolhouse Products Inc.	New Procurement Award	The supply, delivery and installation of Office, Classroom, Cafeteria and Learning Commons Furniture for St. Joseph Morrow Park Catholic Secondary School	\$172,655.05
2	Mai 2020 008 Catch Basin Cleaning Contract Amendment	R. Galati Contracting Ltd.	Modification to existing award	Catchbasin Cleaning for all School Board Sites (2 years)	\$234,089.42



Procurement Award Report

Report Name	Furniture for St. Joseph Morrow Park Catholic Secondary School RFP Award
Division	Capital Development, Asset Management and Renewal
SO/Executive	D. Friesen, Superintendent, Capital Development, Asset Management and Renewal
Initiator/Requestor	T. Li, Senior Buyer, Materials Management P. Nynkowski, Capital Supervisor
Report Type	New procurement award

Tender/RFP Information

RFP/Tender #	P-030-20	Value + Net HST	\$ 172,655.05 plus Net HST
Term Start Date	Click or tap to enter a date.	Term End date	Click or tap to enter a date.

Description of Goods/Service or Change

<p>1. A Request for Proposal (RFP) issued for the supply, delivery and installation of Office, Classroom, Cafeteria and Learning Commons Furniture for St. Joseph Morrow Park Catholic Secondary School was posted on Bids & Tenders on March 09, 2020 and closed on May 15, 2020 following Open Competitive procurement process. The RFP is composed of Four (4) Categories as follows:</p> <ul style="list-style-type: none"> 1) Main Office, Staff Room, Guidance Office 2) Cafeteria 3) Learning Commons, Hall 4) 21st Century Classroom <p>2. Proponents were invited to bid on one or more categories, and submit one or two proposals (Proposal A/B). Total Nine (9) companies submitted their proposals:</p> <ul style="list-style-type: none"> a) Alumni Classroom Furniture bid on category 2 and 4. b) Davidson Furniture Specialties Ltd. bid on category 2.
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- c) Harkel Office Furniture Limited bid on category 1.
- d) Alpha-Vico Inc. bid on category 2 and 4.
- e) Ven-Rez Products Ltd. bid on category 1 through 4.
- f) Schoolhouse Products Inc. bid on category 1 through 4.
- g) Mayhew Inc. bid on category 1 through 4.
- h) Office Central Inc. bid on category 1, 2 and 4.
- i) HNI Canada bid on category 1,2 and 4.

3. Compliant bid submissions were evaluated by a team composed of staff at St. Joseph Morrow Park Catholic Secondary School, based on the following criteria in the RFP:

Weighted Criteria for Evaluation:

It is the Board's intention to select the highest ranked Proponent. The Board used weighted criteria factor for evaluation as per below:

Evaluation Factor	Score/Weighted Percentage
A: Agreement to Abide	Pass/Fail
B: Compliance to General Terms	Pass/Fail
C: Design	50
D: Price	40
E: Proponent Profile	5
F: References	5
Total Points	100

Procurement Process

Procurement Type	RFP
Consortium/Group Purchase	No
# of Compliant Bidders/Respondents	9
Name of Recommend Vendor/Bidder	Category#1 Main Office, Staff Room, Guidance Office: Harkel Office Furniture Limited Category#2 Cafeteria: Alumni Classroom Furniture Category#3 Learning Commons, Hall: Schoolhouse Products Inc

	Category#4 21 Century Classroom: Schoolhouse Products Inc.
Winning Bid Value + Net HST	Category#1 Main Office, Staff Room, Guidance Office: Harkel Office Furniture Limited, \$ 75,571.00 + Net HST. Category#2 Cafeteria: Alumni Classroom Furniture, \$ 20,235.40 + Net HST. Category#3 Learning Commons, Hall: Schoolhouse Products Inc, \$ 47,618.00 + Net HST. Category#4 21 Century Classroom: Schoolhouse Products Inc, \$ 29,230.65 + Net HST.
Budget Source	IO – 8326516 GL 55100
Budget Source approval (Report & Date)	St. Joseph Morrow Park Catholic Secondary School Furniture & Equipment Allocation Capital Development and Asset Renewal - December 11, 2019
Under/Over Budget	Within approved budget

Formal Award Recommendation

This report recommends awards be approved for the furniture for St. Joseph Morrow Park Catholic Secondary School at a total cost of \$172,655.05 plus net HST, to the highest scoring Proponents best meeting Board requirements as follows:

- Harkel Office Furniture Limited in the amount of \$75,571.00 + Net HST
- Alumni Classroom Furniture in the amount of \$20,235.40 + Net HST
- Schoolhouse Products Inc. in the amount of \$76,848.65 + Net HST



Procurement Award Report

Report To	Monthly Procurement
Report Name	Mai 2020 008 Catch Basin Cleaning Contract Amendment
Division	Environmental Support Services
SO/Executive	M. Farrell, Superintendent Environmental Support Services
Initiator/Requestor	K. Elgharbawy, Sr. Coordinator, Innovation & Service Delivery
Report Type	Modification to existing award

Tender/RFP Information

RFP/Tender #	P-038-20	Value Incl. Net HST	\$234,089.42
Term Start Date	September 1, 2020	Term End date	August 31, 2022

Description of Goods/Service or Change

<ol style="list-style-type: none"> 1. The contract for the Catch Basin cleaning contract for two (2) years was initially awarded to GFL Environmental Inc. in the amount of \$222,691.00 plus net HST. 2. GFL has requested additional charges for dumping the wastewater in the amount of \$27,000 for two years. This is contrary to the contract terms, which specified that the contractor is responsible for all dumping charges. 3. GFL is unwilling to fulfill the contractual obligations at the price bid and in turn, has declined the contract. 4. The second low bidder was R. Galati Contracting Ltd who provided a bid in the amount of \$229,140.00 plus net HST. 5. Staff recommend that the contract be awarded to the second-lowest bidder R. Galati Contracting Ltd.
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Procurement Process

Procurement Type	Tender
Consortium/Group Purchase	No
# of Compliant Bidders/Respondents	6
Name of Recommended Vendor/Bidder	R. Galati Contracting Ltd.
Winning Bid Value Incl. Net HST	\$234,089.42
Budget Source	Maintenance 2020/2021 Budget
Budget Source approval (Report & Date)	
Under/Over Budget	Within approved budget

Formal Award Recommendation

1.	Award of the Catchbasin Cleaning contract to R. Galati Contracting Ltd. for a two year term in the amount of \$229,140.00 plus net HST in the amount of \$4,949.42 for a total amount of \$234,089.42.
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