



## Exhibition Place

### Item No. 15

July 19, 2011

**ACTION REQUIRED**

To: The Board of Governors of Exhibition Place

From: Dianne Young  
Chief Executive Officer

Subject: **Agreement for Provision of On-Demand Service, Repairs  
& Planned Installation/ Upgrades of Various CCTV & Security Devices**

#### Summary:

This report recommends the Board enter into a non-exclusive agreement with AC Technical Systems Ltd. (AC Technical), commencing October 1, 2011, with an option to extend for an additional three separate one year periods, for the provision of all labour, material and equipment necessary to carry out on-demand service, repairs and planned installation/upgrades of various CCTV and security devices.

A Request for Quotation (RFQ) process was issued through the City of Toronto, Finance Department, Purchasing and Material Management Division for the non-exclusive provision of on-demand service, repairs and planned installation/upgrades of various CCTV and security devices at Exhibition Place. The AC Technical quotation is the overall lowest acceptable bid received in compliance with all requirements.

#### **Recommendation:**

**It is recommended that the Board approve an agreement with AC Technical for a period of one (1) year with the option to extend for an additional three (3) separate 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 service, repairs and planned installation/upgrades of various CCTV and security devices is \$75,000 and is provided for in the 2011 Operating Budget, and will be provided for in the 2012, 2013 and 2014 Operating Budgets.

#### Decision History:

On August 20, 2009 a Request for Quotation (RFQ) process was issued through the City of Toronto, Finance Department, Purchasing and Material Management Division for repairs, maintenance and related works to various CCTV and security systems. The bid closed on September 8, 2009 and resulted in the issuance of a purchase order to AC Technical Systems Ltd. for a one-year, and the extension for an additional one year period ending on September 30, 2011. Given the commitment of funds was within the authority of the Chief Executive Officer, a report was not required for Board approval.

Issue Background:

On June 3, 2011, Exhibition Place through the City of Toronto Finance Department, Purchasing and Materials Management Division (PMMD), issued an RFQ for for the non-exclusive provision of service, repairs and planned installation/upgrades of various CCTV and security devices, commencing October 1, 2011, with the option to extend for three additional one-year periods. The RFQ closed on June 20, 2011 with two bids received from AC Technical Systems Ltd. and Johnson Controls LP.

For comparative and evaluation purposes the RFQ listed projected hours of service and required bidders to apply rates. In addition, bidders were also required to provide percentage mark-up over invoice costs for various repair parts, percentage discounts off specific Manufacturers' current published price lists and were asked to also indicate if their bid offered products/services with environmental benefits outside of any specifications called for in the RFQ. Based on the pricing received and financial analysis, the one-year evaluated bid total price, along with the option year prices, excluding HST were as follows:

	<b>October 1, 2011 to September 30, 2012 Bid Price (excluding HST)</b>	<b>Optional Years</b>		
		<b>1 YEAR</b>	<b>2 YEAR</b>	<b>3 YEAR</b>
		<b>% Increase</b>	<b>% Increase</b>	<b>% Increase</b>
<b>AC Technical Systems Ltd.</b>	\$72,162.50	2%	2.5%	3%
<b>Johnson Controls L.P.</b>	\$93,785.00	2.5%	5%	7.5%

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

AC Technical has provided CCTV, CATV, Access Control, Duress Alarm and Intercom system solutions and servicing to Exhibition Place since 1990. Other AC Technical clients include various Ministries with the Government of Ontario, Maple Leaf Sports and Entertainment, and Lakeridge Health Corporation.

Staff report favourably on AC Technical's past performance at Exhibition Place. The City of Toronto Fair Wage and Labour Trades Office confirms that AC Technical is in compliance with the Fair Wage requirements for this work.

Staff are recommending the approval of an agreement with AC Technical on the following terms and conditions:

- (a) Term: One year commencing October 1, 2011, with the 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 AC Technical without written consent of the Board.

- (d) Indemnity/Insurance: AC Technical 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: AC Technical 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

Sandy Douglas

Director Human Resources & Security Services

Tel: (416) 263-3233

Fax: (416) 263-3690

Email: [SDouglas@explace.on.ca](mailto:SDouglas@explace.on.ca)

Submitted by:

---

Dianne Young  
Chief Executive Officer