



Exhibition Place

Item No. 7

March 25, 2014

To: The Board of Governors of Exhibition Place

ACTION REQUIRED

From: Dianne Young
Chief Executive Officer

Subject: **Agreement for supply and delivery of Industrial Power Scrubber**

Summary:

This report recommends the Board enter into agreement with Tennant Sales & Service Company Canada, ("Tennant"), upon award, for the supply and delivery of one latest model industrial power scrubber to Exhibition Place.

A Request for Quotation (RFQ) process was issued through the City of Toronto, Finance Department, Purchasing and Materials Management Division (PMMD) for supply and delivery of one latest model industrial power scrubber Tennant Model 550, or approved equivalent to Exhibition Place.

Recommendation:

It is recommended that the Board approve an agreement with Tennant, 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 cost for this acquisition is \$154,436.43 and is provided for in the 2014 Fleet Reserve Operating Budget.

Decision History:

The Exhibition Place 2014 - 2016 Strategic Plan had an Environmental Goal *to exemplify and demonstrate stewardship and leadership in all aspects of our business and operations* and as a Strategy to support this Goal *we will continue to build a culture of environmental sustainability across the organization at all levels.*

Issue Background:

The industrial floor scrubber is an integral part of Exhibition Place's business. Sustainable floor cleaning in a cost effective manner is a prerequisite for successfully executing show change over and servicing, meeting both budgetary and time constraints.

The scrubber is listed on the 2013 Vehicle/Equipment Replacement Plan, replacing unit # E-27 City Fleet # 662026 Tennant 550. The industrial power scrubber specified allows the use of cleaning solutions that meet the requirement of LEED Existing Building Operations and Maintenance, which is the Certification Direct Energy Centre is presently in process of receiving.
Comments:

On January 29, 2014, Exhibition Place through the services of PMMD issued a Request for Quotation for the supply and delivery of one latest model industrial power scrubber to replace the existing power scrubber Tennant Model 550, or approved equivalent.

The RFQ specified the Board's requirements in the form of a detailed specification provided by the City of Toronto Fleet Services Division.

The RFQ closed on February 19, 2014 with one (1) quotation received from Tennant Sales & Service Company Canada at a cost of \$154,436.43 plus HST.

Staff have reviewed this bid in compliance with specifications called for and report that it is fair and reasonable.

The City of Toronto Fair Wage and Labour Trades Office confirms that this bidder is in compliance with the Fair Wage requirements.

The substantial terms of the agreement will be as follows:

- (a) Pricing: Pricing is firm at \$154,436.43 plus HST
- (b) Warranty: 2 Years Parts and 6 Months labour
- (c) Indemnity/Insurance: Tennant 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.
- (d) Union Obligations: Tennant shall comply with all agreements in force between the Board and any union or association with respect to Exhibition Place.
- (e) 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 Chief Executive Officer.

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Submitted by:

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