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November 27, 2008

ACTION REQUIRED

To: The Board of Governors of Exhibition Place

From: Dianne Young
Chief Executive Officer

Subject: **Electrical Materials Supply Agreement 2009 to 2010**

Summary:

This report recommends the Board enter into agreement with Powertrade Electric Ltd. (Powertrade), commencing February 1, 2009 for the supply and delivery of various electrical materials to Exhibition Place. A Request for Quotation (RFQ) process was issued through the City of Toronto, Finance Department, Purchasing and Materials Management Division for the supply and delivery of various electrical materials to Exhibition Place.

The resulting agreement is not an exclusive agreement and the Board retains the right to obtain competitive prices. Powertrade Electric Ltd. has been a supplier of record to the City of Toronto for the past eight years having been awarded large value agreements similar to this agreement.

Recommendations:

It is recommended that the Board approve an agreement between the Board and Powertrade for a period of one (1) year, with the option to extend for an additional one (1) year period, on the terms and conditions outlined in this report and other such terms and conditions satisfactory to the Chief Executive Officer of the Board and the City Solicitor.

Financial Impact:

The projected annual expenditure for electrical materials is \$250,000 and is provided for in the 2009 Operating and Capital Budgets.

Decision History:

In February 2007 the Board entered into agreement with Powertrade Electric Ltd. for the supply and delivery of various electrical materials, commencing February 1, 2007 and expiring January 31, 2009.

Issue Background:

The term of the existing agreement with Powertrade is set to expire January 31, 2009.

Comments:

On November 4, 2008, Exhibition Place through the services of City of Toronto issued a Request for Quotation to establish a new agreement for the provision of various electrical materials commencing February 1, 2009.

The RFQ listed 100 various types of common electrical materials used for both maintenance and show services. The RFQ Price Schedule was structured in a manner that required bidders to submit firm unit prices based on projected annual quantities.

For comparison purposes, the unit prices quoted were applied to these requirements resulting in Total Lump Sum Prices. In addition, bidders were required to state their percentage discounts offered from their current catalogue list prices for other electrical materials not included in the price schedule.

The RFQ closed on November 20, 2008 with six quotations received. The Lump Sum prices were as follows:

Bidder	First Year Evaluated Bid	Second Year Increase	Discount from list for other electrical materials
Powertrade Electric Ltd.	\$88,369.91	0%	25%
House of Electrical Supplies Ltd.	\$97,154.76	0%	25%
Robertson Electric Wholesale	\$104,449.70	0%	0%
O'Neil Electric Supply	\$115,344.81	No Bid	30%
Wesco Distribution Canada LP	\$117,840.45	3%	25%
Kester Electric Supply Ltd.	\$124,787.35	100%	15%

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

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

The substantial terms of the agreement will be as follows:

- (a) Term: One year commencing February 1, 2009 with the option to extend for an additional one-year period subject to satisfactory performance review and budget availability.
- (b) Pricing: Pricing be fixed during the term of the Agreement.
- (c) Assignment: The agreement shall not be assigned by Powertrade without written consent of the Board.
- (d) Indemnity/Insurance: Powertrade shall provide proof of insurance in a form and amount satisfactory to the Board and containing provisions including the Board and the City of

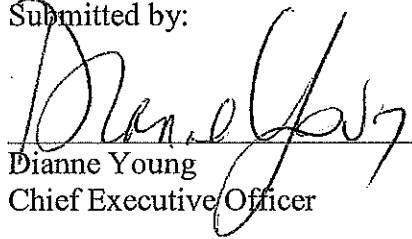
Toronto as additional insured with a cross liability/severability of interest clause of standard wording.

- (e) Union Obligations: Powertrade shall comply with all agreements in force between the Board and any union or association with respect to Exhibition Place.
- (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

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Submitted by:



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