Agenda – Executive Policy Committee – September 21, 2020

REPORTS

Item No. 15 2019 Single Source Assignments for Consultants, Goods and Services

WINNIPEG PUBLIC SERVICE RECOMMENDATION:

1. That this Report, including Appendices, be received as information.

ADMINISTRATIVE REPORT

Title: 2019 SINGLE SOURCE ASSIGNMENTS FOR CONSULTANTS, GOODS AND SERVICES

Critical Path: EXECUTIVE POLICY COMMITTEE – COUNCIL

AUTHORIZATION

Author	Department Head	CFO	CAO
B. D'Avignon, Manager of Materials	P. Olafson	P. Olafson, Interim CFO	M. Ruta, Interim CAO

EXECUTIVE SUMMARY

The Chief Administrative Officer is required to report annually to Council on:

- Single source assignment of consultant services – Appendix A
- Single source assignments for goods and services exceeding $100,000 (not including consultants) – Appendix B

Council, Executive Policy Committee, and the Public Service have certain authorities for approving single source transactions under very strict guidelines. The guidelines are included in the City of Winnipeg's Materials Management Policy and apply to all procurement under the Policy.

On September 12, 2018, Executive Policy Committee directed that, commencing with the 2018 annual report on single source assignments, the Winnipeg Public Service provide a chart that lists the total amount of contracts awards per vendor and the total value of those contracts.

The Report is based on payments/awards during the period of January 1, 2019 to December 31, 2019 and includes:

Appendix A: payments on single source consultant assignments, vendor names, amount of contracts per vendor and the total value of the payments.

Appendix B: awards of single source (non-consultant) contracts, exceeding $100,000, vendor names, amount of contracts per vendor and the total value of awards.

This Report includes all City Departments.

RECOMMENDATIONS

1. That this Report, including Appendices, be received as information.

REASON FOR THE REPORT

On March 24, 2004, Council adopted Item 1 of the Report of Executive Policy Committee, dated March 10, 2004, delegating certain authorities from the Materials Management Policy to the Chief Administrative Officer. Under Administrative Standard FM-002, issued pursuant to the Materials Management Policy, the Chief Administrative Officer is required to report annually to Council on the assignment of consultants.

In March 2016, the Public Service was requested to report on the use of single source authority, exceeding $100,000, on an annual basis.

IMPLICATIONS OF THE RECOMMENDATIONS

There are no implications to receiving this report as information.

HISTORY/DISCUSSION

The Report contains single source procurements approved by:

- Council
- Executive Policy Committee (EPC)
- Public Service

Council, EPC and the Public Service have certain authorities for approving single source transactions under very strict guidelines. The guidelines are included in section B4 of the City of Winnipeg's (City) Materials Management Policy (the Policy) and apply to all procurement under the Policy.

The City is subject to various trade agreements that set thresholds for goods and services requiring public solicitation, the most restrictive being:

- $75,000 for goods and services (including consultants, not including construction)
- $200,000 for construction

Generally, solicitations beyond the above dollar thresholds require public solicitation.

Attached to this report are Appendices which include the requested detail on single source assignments for consultant and goods and services contracts. The following is a summary of totals for each appendix:

APPENDIX A - Consultant Assignments	$ 4,350,636.09
APPENDIX B - Goods and Services	$22,526,741.45

Note:
The City's Materials Management website publishes all tenders issued for goods and services, including approximately $36 million in publicly-tendered Consultant contracts annually.

APPENDIX A - CONSULTANT ASSIGNMENTS

Appendix A includes all payments on single source consultant assignments, vendor names, the amount of contracts per vendor and the total value of payments based on the period of January 1, 2019 to December 31, 2019.

Consultant services are services provided directly to the City, as defined in Administrative Standard FM-002.

Where the Chief Administrative Officer approves a single source assignment, pursuant to B4.1 (j) (emergency) (not to exceed $5 million), such approvals shall be reported at least annually.

All over-expenditures on single source assignments are approved by the Chief Financial Officer. In no cases are over-expenditures approved without funds being available in an approved budget.

Consultant services are either posted to the City's Materials Management website as a Request for Proposal or they are disclosed on this single source report.

This Report includes all City Departments. The Mayor and Council consultant expenditures are reported together with all expenditures on a monthly basis on the City's website and, as such, are not repeated in this Report.

APPENDIX B - SINGLE SOURCE ASSIGNMENTS *(not including Consultant Services)*

In March 2016, the Public Service was requested to provide EPC with a report on the use of single source authority, on an annual basis.

Appendix B includes all single source awards exceeding $100,000, vendor names, amount of contract awards per vendor and the total value of awards based on the period of January 1, 2019 to December 31, 2019.

FINANCIAL IMPACT

Financial Impact Statement **Date:** July 31, 2020

Project Name:

2019 SINGLE SOURCE ASSIGNMENTS FOR CONSULTANTS, GOODS AND SERVICES

COMMENTS:

There are no financial implications to receiving this report as information.

(Signed electronically by T. Yanchishyn)
Tanis Yanchishyn
Manager of Finance (Campus)
Corporate Finance Department

CONSULTATION

This Report has been prepared in consultation with:

All Departments

OURWINNIPEG POLICY ALIGNMENT

N/A

WINNIPEG CLIMATE ACTION PLAN ALIGNMENT

N/A

SUBMITTED BY

Department: Corporate Finance
Division: Materials Management
Prepared by: B. D'Avignon
Date: July 31, 2020

Attachments:

APPENDIX A -– CONSULTANT ASSIGNMENTS
APPENDIX B -– SINGLE SOURCE ASSIGNMENTS *(not including Consultant Services)*

APPENDIX A		
PAYMENTS to SINGLE SOURCED CONSULTANTS January 1, 2019 to December 31, 2019		
CONSULTANT NAME	**NUMBER OF CONTRACTS**	**TOTAL PAYMENT FOR 2019**
1X1 Architecture Inc.	2	$45,214.43
A.J.P. Engineering Services	1	$3,903.20
AECOM Canada Ltd	22	$466,526.13
Alkarim Velji	1	$1,920.00
Allen Sutherland	2	$17,000.00
Alliance Engineering Services Ltd	1	$318.65
Alpine Animal Hospital	1	$55.00
Altus Group Ltd	3	$14,780.00
AMEC Foster Wheeler Environment / Wood Environment	1	$880.33
Anne Finlayson	1	$2,560.00
Arbor Green Landscape & Consulting Services	1	$5,600.00
Arcadis Canada Inc (revised from previous report)	1	$13,918.15
Architects at Play Inc	1	$13,236.36
Assiniboine Medical Clinic	1	$100.00
Barnes & Duncan Land Surveyors	4	$15,263.56
BDR Services Ltd.	1	$2,000.00
Birchwood Animal Hospital	1	$2,858.10
Brad Hryhoruk	1	$2,970.00
Brian McLeod	2	$17,000.00
Bridgewater Veterinary	1	$17,205.00
Bridgman Collaborative Architecture Ltd.	2	$11,826.54
BW Ferguson & Associates Ltd	11	$56,937.50
Canadian National	1	$113,118.53
Carole Kurdydyk	1	$2,565.00
Carolyn Moar	2	$2,000.00
Catrysse Veterinary Services	1	$75.00
Cengys Ltd.	1	$49,658.78
Centennial Animal Hospital	1	$14,283.09
Colliers Project Leaders Inc	2	$48,371.38
Conexus Counselling	1	$540.00

APPENDIX A

PAYMENTS to SINGLE SOURCED CONSULTANTS January 1, 2019 to December 31, 2019

CONSULTANT NAME	NUMBER OF CONTRACTS	TOTAL PAYMENT FOR 2019
Craig S Murray Law Corporation	2	$31,824.67
Crestview Veterinary Hospital	1	$134.35
Crosier Kilgour & Partners Ltd.	18	$314,434.55
CWB Group Industry Solutions Ltd	1	$2,499.96
Dakota Veterinary	1	$1,139.39
David Hewko Planning & Program Management	1	$24,384.66
David Wagner Associates Inc (revised from previous report)	3	$16,619.32
DD West LLP	1	$200,560.97
Dean Spearman Landscape Architect	2	$5,790.00
Deloitte Inc.	1	$35,000.00
Denis Fletcher	1	$850.00
Dennis T Browaty & Associates Ltd	4	$10,000.00
Dillon Consulting Limited	8	$205,286.70
Dr. Abdalla Rizk Medical Corporation	1	$40.00
Dr. Adrienne Leslie Toogood	1	$450.00
Dr. Christina Mason	1	$125.00
Dr. E Weldon	1	$111,248.50
Dr. Jan A. Oleszkiewicz	1	$16,240.00
Dr. Jeffrey Mark Klassen	1	$1,650.00
Dr. John Arnett	1	$9,975.00
Dr. Murray Kesselman	1	$480.00
Dr. R. Grierson Medical Corporation	1	$386,338.01
Dr. Raymond Reboja	1	$1,623.00
Dr. Scott Young	1	$1,600.00
Duboff Edwards Haight & Schachter Law Corporation	4	$109,333.00
Dyregrov Robinson Inc	1	$1,500.00
East St Paul Animal Hospital	1	$655.00
Eng-Tech Consulting Limited	6	$45,512.35
Environics Analytics Group Ltd.,	1	$4,500.00
F.A. Roberts & Assoc Ltd. (revised from previous report)	4	$53,370.95
Farouk Jiwani	1	$1,280.00

APPENDIX A		
PAYMENTS to SINGLE SOURCED CONSULTANTS January 1, 2019 to December 31, 2019		
CONSULTANT NAME	**NUMBER OF CONTRACTS**	**TOTAL PAYMENT FOR 2019**
Fillmore Riley LLP	1	$26,109.20
Fort Garry Veterinary Hospital	1	$75.00
Frank Growth Solutions	1	$8,200.00
Gange Collins	1	$3,914.20
Gibbs Gage Architects	1	$29,795.00
Golder Associates Ltd.	1	$1,240.00
GWH Construction Services Ltd	1	$6,100.00
Henderson Animal Hospital	1	$895.00
Hilltop Business Consulting Inc.	1	$30,300.00
HLC Consulting Ltd	1	$2,500.00
Holly Black	1	$1,120.00
HTFC Planning & Design	3	$59,862.90
Ian Surdhar	1	$1,120.00
Integrated Designs Inc.	2	$13,271.50
Integrated Gas Recovery Services Inc.	1	$43,420.80
J R Cousin Consultants Ltd	1	$750.00
Janet Schmidt & Assoc Ltd. (revised from previous report)	1	$2,938.75
Jared Moroz (revised from previous report)	5	$7,550.00
Jesse Green	1	$200.00
Judy Redmond – Access Consulting	1	$700.00
KGS Group	16	$139,006.30
Kristen Millar	1	$160.00
Lankhout Land Surveying & Geomatics	1	$2,560.00
Lawson Lundell LLP	1	$15,601.00
Lissa Currie	1	$1,280.00
Little Bluestem Landscape Architecture and Design	1	$3,852.80
Machray Animal Hospital	1	$1,403.17
Manitoba Blue Cross	1	$150.00
Manitoba Motor Dealers Association	1	$4,761.90
Margaret Lavallee	2	$750.00
Matthew Kulas	1	$1,440.00

APPENDIX A		
PAYMENTS to SINGLE SOURCED CONSULTANTS January 1, 2019 to December 31, 2019		
CONSULTANT NAME	**NUMBER OF CONTRACTS**	**TOTAL PAYMENT FOR 2019**
McGowan Russell Group Inc.	4	$61,544.38
McPhillips Animal Hospital	1	$5,073.97
MCW Consultant Ltd.,	1	$3,374.72
MLT Aikins LLP	1	$10,993.06
MMM Group Limited	1	$8,015.36
MNP LLP	1	$20,000.00
Mohamed T. Bassuoni	1	$1,750.00
MORR Transportation Consulting Ltd	1	$30,000.00
Morrison Hershfield Limited	1	$26,425.73
Mountainview Veterinary	1	$70.00
MWI Consultants Inc.	1	$23,150.00
Myers Weinberg LLP	1	$81,878.87
Neil Cooper Architect	3	$19,343.30
Northern Sky Architecture Inc.	3	$30,908.96
Norton Rose Fulbright Canada	1	$461.50
Nova 3 Engineering	1	569.00
Number Ten Architectural Group	1	$1,726.88
Oakbank Bird's Hill Animal Hospital	1	$463.30
Pembina Veterinary Hospital	1	$2,003.66
People First HR Services LTD	1	$30,000.00
Pinchin Ltd	7	$63,860.93
Pitblado LLP	1	$16,975.05
Pollock & Wright	6	$51,769.09
QCA Building Envelope Ltd.	2	$33,225.00
R J Bartlett Engineering Ltd.	1	$7,250.00
Red River College	1	$426.07
RMIS Engineering	3	$1,805.40
Ruchi Chhibba	1	$2,080.00
Sam Sanders	1	$960.00
Scatliff + Miller + Murray Inc.	3	$9,258.45
SGS Canada Inc.	1	$5,079.30

APPENDIX A

PAYMENTS to SINGLE SOURCED CONSULTANTS January 1, 2019 to December 31, 2019

CONSULTANT NAME	NUMBER OF CONTRACTS	TOTAL PAYMENT FOR 2019
Silver Heights Veterinary Hospital	1	$2,691.68
SMS Engineering Ltd.	3	$45,851.04
SNC Lavalin Inc.	1	$3,525.00
Southglen Veterinary Hospital	1	$78.28
St Norbert Animal Hospital	1	$5.03
Stantec Consulting Ltd.	10	$190,899.75
Stefan Cowtan	1	$840.00
Stoffel Survey	1	$5,225.00
Sylvis Environmental Services Inc.	1	$4,429.16
Synergy Interior Design	1	$3,088.50
Synyshyn Architecture Inc. / SDO Architecture Inc	1	$28,780.95
Taylor McCaffrey LLP (revised from previous report)	3	$157,806.30
Tetra Tech WEI Inc.	1	$30,211.28
The Winnipeg Humane Society	1	$6,299.94
Thomas Winter	1	$800.00
Thompson Dorfman Sweatman LLP	1	$2,729.93
Thorvaldson Appraisal Ltd	1	$4,500.00
Tim Scharer	1	$800.00
Transportation Association of Canada	2	$15,000.00
Trek Geotechnical Inc.	7	$49,175.46
Tuplin Group Inc.	1	$5,425.00
Tuxedo Animal Hospital	1	$2,319.73
TW Becker Electrical Safety Consulting Inc	1	$5,327.10
University of Manitoba	3	$57,300.00
Urban Systems Ltd.	3	$61,263.86
Vanda Fleury-Green	1	$200.00
Various Physicians	1	$20,932.32
Victor G. Neufeld Chartered Professional Accountant	1	$32,809.80
Winnipeg Animal Emergency	1	$701.12
Wood Environmental and Infrastructure Solutions	2	$8,605.35
Workplace Engineering Solutions	1	$2,475.00

APPENDIX A		
PAYMENTS to SINGLE SOURCED CONSULTANTS January 1, 2019 to December 31, 2019		
CONSULTANT NAME	**NUMBER OF CONTRACTS**	**TOTAL PAYMENT FOR 2019**
WSP Canada Inc.	4	$99,989.90
Zebra Consulting	1	$1,950.00
Grand Total	**314**	**$4,350,636.09**

APPENDIX B

SINGLE SOURCED CONTRACTS – Goods and Services (not including Consultants)
January 1, 2019 to December 31, 2019

CONTRACTOR	NUMBER OF CONTRACTS	CONTRACT VALUE
Air Liquide Canada Inc. ($400,000/yr x 5 year)	1	$2,000,000.00
Alliance Tree Care Inc. (October storm)	1	$300,000.00
Calgon Carbon Corporation	2	$496,850.00
Centra Gas a Subsidiary of Manitoba Hydro	1	$250,000.00
Commercial Emergency Equipment Co.	1	$311,976.00
CSDC Systems Inc.	1	$151,655.12
Davey Tree Expert Co. of Canada Limited (October storm)	1	$275,000.00
Doug Panchuk dba Shurwood Forest (October storm)	1	$200,000.00
Francotyp-Postalia Canada Inc.	1	$475,000.00
Gemalto Cogent Inc.	1	$548,027.00
Green Drop Lawns (October storm)	1	$600,000.00
Innovative Traffic Solutions Inc.	1	$107,275.00
Intergraph Canada Ltd.	2	$2,740,553.00
Lynx Graphics Ltd.	1	$1,200,000.00
M D Charlton Co. Ltd.	2	$390,108.30
Manitoba Hydro	8	$4,717,294.49
N. Harris Computer Corporation	1	$156,118.78
Niche Technology Inc.	1	$351,542.92
Oracle Canada ULC	4	$1,912,325.99
PaybyPhone Technologies Inc. (for 2020 work)	1	$210,460.36
Pitney Bowes of Canada Ltd.	1	$200,253.77
PostMedia Network Inc.	1	$100,000.00
Precise Parklink Inc.	1	$1,501,492.25
Productive Solutions	1	$328,300.00
Receiver General for Canada, Industry Canada (2019 radio licenses)	1	$196,826.00
Sirsidynix (Canada)	1	$109,893.00
SM Industries Ltd.	1	$100,000.00
System Innovators, a division of N. Harris Computer Corporation	1	$141,640.00
Teel Technologies Canada	1	$244,671.80
Timberland Tree Service Ltd. (October storm)	1	$250,000.00

APPENDIX B		
SINGLE SOURCED CONTRACTS – Goods and Services (not including Consultants) January 1, 2019 to December 31, 2019		
CONTRACTOR	**NUMBER OF CONTRACTS**	**CONTRACT VALUE**
TNT Tree Service Ltd. (October storm)	1	$250,000.00
Trilogy Tree Services Ltd (October storm)	1	$100,000.00
Ultra Electronics Forensic Technology	1	$142,681.00
United Health Services Corporation (Manitoba Blue Cross)	1	$160,000.00
Vector Construction Ltd.	1	$125,701.20
Verint Americas Inc	1	$161,095.47
Vermeer Canada Inc. (October storm)	1	$120,000.00
Winnipeg Regional Health Authority	1	$350,000.00
Xerox Canada Ltd	1	$550,000.00
Grand Total	**52**	**$22,526,741.45**