

MEETING NO: # 04 20 Conservation Halton Board of Directors AGM
DATE: April 23, 2020
TIME: 3:00 P.M.
VIDEO CONFERENCE: Zoom webcast Password: 633024
<https://zoom.us/j/94269747619?pwd=MGVlSm43QkpgQlplCd3JqeXFuY0NZUT09>
 Teleconference line: 1-866-613-5223 or 1-416-2049354, 8093917 followed by “#”

AMENDED AGENDA

PAGE

1. Roll Call
2. Acceptance of Agenda as AMENDED
3. Disclosure of Pecuniary Interest for Board of Directors
4. Consent Items

Approval of Conservation Halton Board of Director Meeting Minutes dated April 1, 2020	4-7
4.1 Kelso Dam Update (CHBD 04 20 01)	8-9
4.2 Kelso Spill Update – Beyond Restoration (CHBD 04 20 02)	10-11
4.3 Maplehurst Correctional Centre Flood Mitigation Feasibility Study (CHBD 04 20 03)	12-20
4.4 Science & Partnerships Highlights 2019 (CHBD 04 20 04)	21-28
4.5 2020 Protecting People and Property: Ontario’s Flooding Strategy (CHBD 04 20 05)	29-32
4.6 Provincial Policy Statement (CHDBD 04 20 06)	33-34
4.7 Update on the Development of Conservation Halton Technical Submission Guidelines (CHBD 04 20 07)	35
4.8 Health & Safety Report Q4 of 2019 and Q1 of 2020 (CHBD 04 20 08)	36-40

4.9	Purchasing Report February – April 2020 (CHBD 04 20 09)	39-40
5.	Action Items	
5.1	2019 Audited Financial Statement (Audit Findings Presented by Matthew Betik, KPMG Engagement Partner). (Report #: CHBD 04 20 10)	41-94
5.2	2019 Budget Variance Report (Report #: CHBD 04 20 11)	95-108
5.3	2019 YE Investments and Investment Revenue (Report #: CHBD 04 20 12)	109-112
5.4	2019 YE Capital Projects (Report #: CHBD 04 20 13)	113-116
5.5	Policy Repeal and Modification – Policy 4.2.5 Spills Conservation Halton Policies and Guidelines for the Administration of Ontario Regulation 162/06 and Land Use Planning Policy Document (April 27, 2006 as amended February 25, 2016) (Report #: CHBD 04 20 14)	117-118
5.6	RFP 021020 automated gates -Conservation Halton (Report #: CHBD 04 20 17)	119-122
6.	CAO Verbal Update/Presentation	
6.1	2019 Year in Review (Presentation by Hassaan Basit, CAO)	
7.	Other Business	
8.	IN CAMERA	
8.1	Legal Matter (Report #: CHBD 04 20 15)	
8.2	Personnel Matter (Report #: CHBD 04 20 16)	
9.	Adjournment	

REPORT TO: Conservation Halton Board of Directors

REPORT NO: # CHBD 04 20 17

FROM: Jill Ramseyer, Director, Corporate Compliance

DATE: April 23, 2020

SUBJECT: **RFP 021020 automated gates – Conservation Halton**

Recommendation

THAT the Conservation Halton Board of Directors **approve the supply & Install contract to Logic-Controle Inc. in the amount of \$272,000.00 for installation of Automated Security Gates at all Conservation Halton park locations in accordance with RFP 021020.**

Executive Summary

Prior to the COVID pandemic, Conservation Halton identified an opportunity to install Automated Security Gates at all park locations (21 access points) in order to:

- 1) control and mitigate risk of inappropriate and unsafe public entry
- 2) support digital transformation initiatives at CH and
- 3) reduce the number of staff required to manually open and close entrances or occupy entrance booths.

As the current pandemic restrictions and its lingering effects are expected to be felt for a longer period, the installation of automatic gates is extremely important now. Controlling access to our parks will be a necessity going forward to ensure things like social distancing can be achieved to protect not only our park visitors but our staff.

Further, installing the gates at our park locations will help Conservation Halton open its doors once again to the public in a timely and safe manner. Allowing park access will:

- 1) help ensure the financial viability for Conservation Halton as a whole and
- 2) allow staff to return to work as soon as possible.

The funding for the project would come from the 2020 Park Facilities and Infrastructure Major Maintenance capital budget.

Background

Late 2019, Conservation Halton began exploring opportunities to improve its parks operations and find ways to improve the customer experience. This began with looking at ways to introduce technology and become more efficient. Automated security gates were identified by staff as a project that would improve operations and would be the basis for other scalable digital transformation initiatives.

Procurement Process

- RFP 021020 for Automated Gates was issued on February 10th, 2020 to solicit qualified contractors for the supply & install of Automated Gates at all Conservation Halton Parks (Kelso/GE, Summit, Hilton Falls, Rattlesnake Pt, Crawford Lake, Mountsberg, Upper and Lower Nemo).
- A mandatory site visit was conducted on the 20th of February at Kelso to which 6 proponents attended (Ontario Parking, Baltech, Logic-Controle, Jay Fencing, Quin Digital and Key West).
- As a result of the site visit, 5 addendums were issued to provide technical clarifications between the dates of February 21 and March 5th. Six (6) post RFP addendums were issued between the dates of March 19 – 26, 2020 to request clarifications to the submitted proposals as well as identify phase 2 POS options following the RFP closing date of March 16, 2020.
- Following the clarifications, commercial and technical evaluation, two (2) proponents (Jay Fencing and Key West) were eliminated from further consideration due to failure to meet the technical scoring threshold requirements to move to the financial phase of the evaluation process.
- At the conclusion of the RFP evaluation process, Logic-Controle has been identified as the lowest cost and highest scoring proponent.

Evaluation Summary

Commercial Evaluation: Logic-Controle Inc. was found to be commercially compliant

Technical Evaluation scoring summary:

	Logic-Controle	Ontario Parking	Quin Digital	Baltech	Jay Fencing	Key West
Technical Score	57.2	53.6	58.2	50.2	47.8	43.6
Rank	1	2	3	4	5	6

Pricing Evaluation scoring summary:

	Logic-Controle	Ontario Parking	Baltech	Quin Digital	Jay Fencing	Key West
Pricing Score	30	24	22	12	Eliminated Round 2	Eliminated Round 2
Rank	1	2	3	4		

Overall Evaluation scoring summary:

	Logic- Controle	Ontario Parking	Baltech	Quin Digital	Jay Fencing	Key West
Overall Score	87.2	77.6	72.2	70.2	Eliminated Round 2	Eliminated Round 2
Rank	1	2	3	4		

Impact on Strategic Goals

This request supports the Metamorphosis strategic theme of Striving for service excellence and efficiency.

Financial Impact

Pricing Breakdown (per site):

LOCATION	Price per location
Kelso Glen Eden: 2 Entrances/1 Exit and Summit with 2 gates	\$61,040.00
Hilton Falls 2 Entrances/1 Exit	\$32,568.00
Rattlesnake Point 2 Entrances/1 Exit	\$32,568.00
Crawford Lake 2 Entrances/1 Exit	\$32,568.00
Upper and Lower Nemo 1 Entrances/1 Exit each	\$50,174.00
Mountsberg 2 Entrances/1 Exit	\$32,568.00
10 sets of spare gate arms total of 20	\$5,200.00
TOTAL	\$246,686.00

Contract award value -	\$246,686.00
Contingency 10% -	\$24,668.60
Contract TCO -	\$272,000.00

Park Facilities and Infrastructure Major Maintenance capital has \$330,000 in available funding to support this project.

Signed & respectfully submitted:



Jill Ramseyer
Director, Corporate Compliance



Lawrence Wagner
Senior Director, Corporate Services

FOR QUESTIONS ON CONTENT:

Approved for circulation:



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