

AMENDED

AGENDA FOR THE REGULAR FINANCE / POLICY COMMITTEE OF THE WHOLE MEETING TO BE HELD IN THE BOARD ROOM, CITY HALL, ON MONDAY, 2011-OCT-24, COMMENCING AT 4:30 P.M.

1. **CALL THE REGULAR FINANCE / POLICY COMMITTEE OF THE WHOLE MEETING TO ORDER:**

2. **INTRODUCTION OF LATE ITEMS:**

- Add Item 6 (a) – Delegations Pertaining to Agenda Items – Mr. Dan Appell regarding Strategic Planning.

3. **ADOPTION OF AGENDA:**

4. **ADOPTION OF MINUTES:**

- (a) Minutes of the Regular Finance / Policy Committee of the Whole Meeting held in the Board Room, City Hall, on Monday, 2011-SEP-19 at 4:30 p.m. Pg. 4-9

5. **PRESENTATIONS:**

6. **DELEGATIONS PERTAINING TO AGENDA ITEMS: (10 MINUTES)**

- (a) Mr. Dan Appell, #142 – 940 Hecate Street, Nanaimo, regarding Strategic Planning. Pg. 9.1

7. **COMMISSION REPORTS:**

8. **COMMITTEE REPORTS:**

9. **STAFF REPORTS: (blue)**

CORPORATE SERVICES:

- (a) **Strategic Planning** Pg. 10-12

Staff's Recommendations: That Council:

1. *direct Staff to retain a consultant who specializes in the area of strategic planning to work with the new City Council and Senior Staff to create a strategic plan;*

AND:

2. *either:*

- (a) *provide direction to Staff on the level of community consultation to be used in the strategic planning process;*

OR:

- (b) *defer the decision on the extent of the community consultation to be used in the strategic planning process to the new City Council.*

COMMUNITY SERVICES:

- (b) **South Fork Water Treatment Plant Membrane System Supplier Selection** *Pg. 13-14*

Staff's Recommendation: *That Council award the Submerged Membrane Equipment Supply RFP No. 1220 to GE Water & Process Technologies Canada.*

10. **INFORMATION ONLY ITEMS:**

- (a) Report from Mr. K. Felker, Manager of Purchasing and Stores, *Pg. 15-17*
re: Quarterly Direct Award Purchases.
- (b) Report from Mr. K. Felker, Manager of Purchasing and Stores, *Pg. 18*
re: Quarterly Single Bid Submission Purchases.

11. **CORRESPONDENCE:**

- (a) Letter dated 2011-OCT-13 from BC Community Living Action Group (BC-CLAG) requesting that Council adopt the attached resolution regarding funding and supports for adults with developmental disabilities. *Pg. 19-21*

12. **NOTICE OF MOTION:**

13. **OTHER BUSINESS:**

14. **DELEGATIONS PERTAINING TO ITEMS NOT ON THE AGENDA:
(10 MINUTES)**

- (a) Ms. Joanne Jonas and Ms. Jennifer O'Rourke, Save Linley Valley West, regarding a citizens' initiative to have Linley Valley West designated as a nature park. *Pg. 22*

15. **QUESTION PERIOD:** (*Agenda Items Only*)

16. **PROCEDURAL MOTION:**

It was moved and seconded that Council move “In Camera” in order to deal with the following matters under the *Community Charter* Section 90(1):

- (e) the acquisition, disposition or expropriation of land or improvements, if the Council considers that disclosure might reasonably be expected to harm the interests of the municipality;
- (j) information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 21 of the *Freedom of Information and Protection of Privacy Act*; and,
- (k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the Council, could reasonably be expected to harm the interests of the municipality if they were held in public.

17. **ADJOURNMENT:**

MINUTES OF THE REGULAR FINANCE / POLICY COMMITTEE OF THE WHOLE MEETING
HELD IN THE BOARD ROOM, CITY HALL,
ON MONDAY, 2011-SEP-19 COMMENCING AT 4:30 P.M.

PRESENT: Mayor J. R. Ruttan, Chair

Members: Councillor W. L. Bestwick
Councillor G. E. Greves
Councillor W. J. Holdom (Arrived at 4:43 p.m.)
Councillor D. K. Johnstone
Councillor J. A. Kipp
Councillor J. F. K. Pattje
Councillor L. J. Sherry
Councillor M. W. Unger

Staff: A. C. Kenning, City Manager
D. W. Holmes, Assistant City Manager and General Manager of
Corporate Services
E. C. Swabey, General Manager of Community Safety and Development
T. M. Hickey, General Manager of Community Services
I. Howat, Director of Strategic Relationships
T. L. Hartley, Director of Human Resources and Organizational Planning
B. E. Clemens, Director of Finance
T. P. Seward, Director of Development
Chief R. Lambert, Nanaimo Fire Rescue
B. Anderson, Acting Director of Planning
L. Coates, Manager of Accounting Services
J. E. Harrison, Manager of Legislative Services
T. Wilkinson, Recording Secretary

1. CALL THE OPEN MEETING TO ORDER:

The Regular Finance / Policy Committee of the Whole Meeting was called to order at 4:30 p.m.

2. INTRODUCTION OF LATE ITEMS:

- (a) Add Agenda Item 8 (b) – Committee Reports – Development Process Review Committee.
- (b) Add Agenda Item 9 (a-1) – Staff Reports – Community Wildfire Protection Plan Grant Resolution.

- (c) Add Agenda Item 13 (a) – Other Business – Ratification of Appointments to Progress Nanaimo.

3. ADOPTION OF AGENDA:

It was moved and seconded that the Agenda, as amended, be adopted. The motion carried unanimously.

4. ADOPTION OF MINUTES:

It was moved and seconded that the Minutes of the Special Open Finance / Policy Committee of the Whole Meeting held in the Board Room, City Hall on Monday, 2011-AUG-29 at 3:00 p.m. be adopted as circulated. The motion carried unanimously.

5. PRESENTATIONS:

- (a) Mr. B. E. Clemens, Director of Finance, provided a PowerPoint presentation to update Council on performance measures.

6. COMMITTEE REPORTS:

- (a) Social Planning Advisory Committee – 2011 Community Service Grants

It was moved and seconded that Council approve the allocation of the second round of Community Service Grants as noted below:

Applicant	Purpose	Amount
Harewood Neighbourhood Association	To run an Adult computer skills program and a Family free gym drop-in program.	920.
Nanaimo 7-10 Club Society	To provide local produce and eggs in its community breakfast and bag lunch program.	3,000.
Nanaimo Community Gardens Society	Gleaning program.	1,000.
Nanaimo Community Kitchens	Cooking on a Budget program.	1,100.
Nanaimo Family Life Association	Seniors Wellness program.	580.
Nanaimo Men's Resource Centre	Family Crisis Support Services program.	2,500.
Nanaimo Region John Howard Society	To provide a free breakfast one weekend per month in September and October to individuals in need.	1,600.
Nanaimo Women's Resources Society	Drop-in Support Services program.	2,500.

Applicant	Purpose	Amount
Street Legal Nanaimo	Community support and legal advocacy and education for low income people dealing with debt issues.	2,000.
The Salvation Army-Nanaimo Ministries	Hair cuts for homeless and low income men, women and children.	1,600.
Tillicum Lelum Aboriginal Friendship Centre	Doula Service program for single mothers.	2,000.
Nanaimo Citizens on Patrol	To provide additional patrols in areas most susceptible to crime.	0
Nanaimo Community Hospice Society	Operational support.	0
Nanaimo Foodshare Society	To offer Good Food Boxes free of charge to vulnerable families.	0
Nanaimo-Ladysmith Schools Foundation	To purchase a Salad Bar Kit for use in schools once per month.	0
Total		18,800

The motion carried unanimously.

(b) Development Process Review Committee

It was moved and seconded that:

1. the Mandate and Objectives Document for the Development Process Review Committee be amended to increase the number of representatives of the Development Community from five (5) to six (6); and,
2. Byron Gallant be appointed to the Development Process Review Committee as a Development Community Representative.

The motion carried unanimously.

7. STAFF REPORTS:

COMMUNITY SAFETY AND DEVELOPMENT:

(a) Subdivision Approval – Park and Cash-In-Lieu – 5905 Butcher Road (SUB00900)

It was moved and seconded that Council approve the payment of cash-in-lieu of park for the fee simple subdivision of lands described as Lot 4, District Lot 38, Wellington District, Plan 12388 at 5905 Butcher Road (SUB00900). The motion carried unanimously.

(b) Community Wildfire Protection Plan Grant Resolution

It was moved and seconded that Council pass a resolution indicating support to apply to UBCM for the Community Wildfire Protection Plan Grant. The motion carried unanimously.

CORPORATE SERVICES:

(c) Appointment of Municipal Auditors

It was moved and seconded that Council appoint KPMG LLP, Chartered Accountants, as the auditor for the City of Nanaimo. The motion carried.

Opposed: *Councillors Bestwick, Johnstone and Sherry*

(d) Amendments to Purchasing Policy

It was moved and seconded that Council amend the Purchasing Policy to add the following section:

"24. The Owner may, in its absolute discretion, reject a Tender submitted by a Tenderer, if the Tenderer or any Officer or Director of the Tenderer is, or has been engaged in, either directly or indirectly, through another corporation in a legal action against the Owner, its elected or appointed officers and employees in relation to:

- (a) any other contract for works or services; or,
- (b) any matter arising from the Owner's exercise of its powers, duties, or functions under the Local Government Act or another enactment within five years of the date of this Call for Tenders.

In determining whether to reject a tender under this clause, the Owner will consider whether the litigation is likely to affect the Tenderer's ability to work with the Owner, its consultants and representatives, and whether the Owner's experience with the Tenderer indicates that the Owner is likely to incur increased staff and legal costs in the administration of this contract if it is awarded to the Tenderer."

The motion carried unanimously.

(e) Council Remuneration

It was moved and seconded that Council deal with the recommendations in the Staff report separately. The motion carried unanimously.

It was moved and seconded that, with regard to the implementation of a pay per meeting system, Council remain with the current system. The motion carried unanimously.

It was moved and seconded that, with regard to compensation levels, Council adopt a new policy that compensates Mayor and Council at the median rate of the twelve comparable communities, with implementation in 2012. The motion was defeated.

Opposed: *Mayor Ruttan, Councillors Greves, Holdom, Johnstone, Kipp, Pattje and Sherry*

It was moved and seconded that, with regard to compensation levels, Council adopt a new policy that compensates Mayor and Council at the median rate of the twelve comparable communities, to be phased in over the next three years (2012 – 2014). The motion carried.

Opposed: *Councillors Pattje and Sherry*

COMMUNITY SERVICES:

(f) Customer Service Levels for Engineering and Public Works

It was moved and seconded that Council adopt the following customer service statements and the process to measure customer satisfaction:

Water:

- The City provides water that is clean and safe to drink with minimal service disruption, to satisfy all anticipated consumption and fire protection.

Sanitary Sewer:

- The City provides sewer service that maintains public health and safety, with minimal service disruption and impact to environment and property.

Drainage:

- The City provides a drainage system that minimizes impact to property and environment.

Streets, Sidewalks, Signs and Street Lighting:

- The City provides streets, sidewalks, signs and street lighting that are safe, accessible, clean and convenient.

Garbage, Kitchen Waste/Recycling:

- The City provides scheduled garbage, kitchen waste and recycling services to maximize recycling, to be convenient and reliable, and to help maintain community health and sanitation

The motion carried unanimously.

8. OTHER BUSINESS:

(a) Ratification of Appointments to Progress Nanaimo

It was moved and seconded that Council ratify the following appointments to Progress Nanaimo:

- Environment: Gail Adrienne, NALT
- Social Programs: Don Bonner
- Health and Wellness: Dr. Mel Petreman
- Business: Hadi Abassi
- Infrastructure: Wally Wells
- Transportation: vacant
- Education: John Neville

The motion carried unanimously.

9. QUESTION PERIOD:

- Mr. Fred Taylor – Council remuneration
- Mr. Ron Bolin – Council remuneration
- Mr. Gord Fuller – Council remuneration

10. ADJOURNMENT:

It was moved and seconded at 6:57 p.m. that the meeting terminate. The motion carried unanimously.

CHAIR

CERTIFIED CORRECT:

MANAGER,
LEGISLATIVE SERVICES



REQUEST TO APPEAR AS A DELEGATION

ON 2011 - OCT. - 24
year month day



COUNCIL

(at 7:00 p.m. in the Shaw Auditorium, 80 Commercial Street)



FINANCE / POLICY COMMITTEE OF THE WHOLE

(at 4:30 p.m. in the City Hall Board Room, 455 Wallace Street)

NAME OF PERSON MAKING PRESENTATION: <u>DAW APPELL</u>			
Print			
ADDRESS: <u>142-940</u>	<u>HECATIE ST.</u>	<u>NANAIMO</u>	<u>V9R 4K8</u>
street address	City	Province	Postal Code
PHONE: <u>250</u>	<u>753-3222</u>	FAX: _____	
home	business		
NAME OF APPLICANT IF OTHER THAN ABOVE: _____			
DETAILS OF PRESENTATION:			
<u>WISH TO SPEAK TO THE STRATEGIC PLANNING ITEMS</u>			
<u>IN FAVOUR OF THE THIRD OPTION</u>			

PLEASE NOTE

- **Electronic presentations** must be provided on a CD or by e-mail no later than 9:00 a.m. the day of the Meeting.
- Please submit a written copy of your presentation to the Recording Secretary either at, or prior to, the Meeting.
- **Multiple speakers** on a single issue or topic shall be given 5 minutes each to make their presentations as per Section 18 of the Council Procedure Bylaw.

- ☐ Council
☒ Committee FINCOW
☒ Open Meeting
☐ In-Camera Meeting

Legislative Services Department

455 Wallace Street, Nanaimo BC V9R 5J6

Meeting Date: 2011-OCT-24

Phone: (250) 755-4405

Fax: (250) 755-4435

legislativeservices.office@nanaimo.ca

October 19, 2011

STAFF REPORT

REPORT TO: D.W. HOLMES, ASSISTANT CITY MANAGER/GENERAL MANAGER OF
CORPORATE SERVICES

FROM: T.L. HARTLEY, DIRECTOR OF HUMAN RESOURCES &
ORGANIZATIONAL PLANNING

RE: STRATEGIC PLANNING

STAFF RECOMMENDATION

That Council:

- (1) Direct staff to retain a consultant who specializes in the area of strategic planning to work with the new City Council and Senior Staff to create a strategic plan; and
- (2) Either:
 - a. Provide direction to Staff on the level of community consultation to be used in the strategic planning process; or
 - b. Defer the decision on the extent of the community consultation to be used in the strategic planning process to the new City Council.

BACKGROUND

In March 2010, as part of the City Manager's commitment to Council to review the management organizational structure, and taking the view that "structure follows strategy", the City Manager worked with Senior Staff and a facilitator to develop a corporate strategic direction. The strategic direction, known as "Building Trust," set out a two-year vision, mission and values, and five strategic objectives:

- (1) Build relationships with Council, the Community, Unions and Employees;
- (2) Renew the Organizational Structure;
- (3) Realign the Organizational Culture;
- (4) Support Council for Strategic Planning; and
- (5) Ensure Continuous Service and Value Improvements.

The new organizational structure, presented to Council in April 2010, was designed to support the corporate strategic direction. By the late fall of 2010, Staff had developed initiatives to implement the new direction and had begun executing these initiatives.

To implement the objective of supporting Council for strategic planning, Staff developed a questionnaire and conducted interviews with each member of City Council. Following the by-election on March 26, 2011, Councilor Ted Greves was also interviewed. The purpose of the interviews was to ascertain the views of Council on benefits, barriers and other aspects of strategic planning.

☐ Council
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A seminar was held on October 19, 2011 to provide Council with the results of the strategic planning interviews. The purpose of this report is to seek direction from Council on proceeding with a strategic planning process, and if so, the parameters of such a process. If direction is given to proceed, the intention is to engage the new City Council in a strategic planning process immediately following the Council orientation. Since this will require advance preparation, direction to proceed is being sought from the current City Council.

DISCUSSION

Each of the Council members interviewed individually expressed support for the development of a Council strategic plan. Council members want such a plan to include a clear vision and mission, defined goals and objectives that are realistic, achievable, and measurable, and specific priorities. Council members do not want a strategic plan that contains mere platitudes, has too many goals, is vague with regard to performance measures, and which does not recognize the uniqueness of the City of Nanaimo.

Council members had varied opinions with respect to the time-frame of a strategic plan. Staff believes these opinions can be reconciled by the use of a long-term vision, mission, values and goals, mid-term objectives and priorities, and short-term action plans. The long-term and mid-term content of the plan could be reviewed each new Council term, and the action plans could be reviewed every year to measure progress.

In the interviews, Council members were unanimous that any strategic plan should be an integrated Council-Staff plan. This was seen as an amalgamation of both the political and professional with Council and Staff each playing different roles.

There was more diversity in the views of Council members with respect to the level of community input to be included in strategic planning. Some Council members believe there should be broad and extensive input into the plan.

The advantage of broad community consultation is that it ensures a focus on community priorities, helps citizens understand how strategic planning in local government works, and it produces a result that should have good community support and buy-in. The last time significant community consultation into the City's goals and strategies occurred was in 1993 ("Imagine...Nanaimo, "Focusing the Vision of Our Future"). However, there has been recent public interest in creating a new community vision ("Envision Nanaimo").

One of the disadvantages of extensive community consultation is that it is very time-consuming, allowing less time for Staff to make progress on implementation during the Council term. It can also create unrealistic expectations regarding how public input will be used in the development of the strategic plan. Finally, such an approach is expensive as it involves significant public communication and engagement.

As this would be Council's first strategic plan in many years, Staff recommends a mid-level approach to community input into the strategic plan. For example, public input could be gathering up front through community surveys. Once a draft strategic plan was developed, further feedback could be obtained. Alternatively, Council may wish to defer the decision on the extent of community consultation to be used in the strategic planning process to the new City Council.

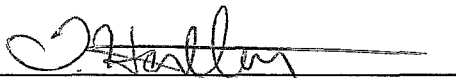
Council members also had differing views with respect to whether or not to use a consultant to facilitate the development of a strategic plan. Some Council members stated a belief that it is important to use a professional in the field while others expressed a distrust of consultants and/or opined that Staff has the skills to provide the required facilitation.

Staff recommends that a consultant be retained to facilitate the development of the strategic plan. While this is a more expensive option than using internal resources, using a consultant who has expertise in this area will speed up the process by keeping the discussions on track and ensuring good buy-in to the plan. This is particularly important given that this will be the first strategic plan to be developed by Council for some time. The use of an external consultant will also allow for better participation of Council and Staff and avoid the perception of facilitator bias.

The cost of engaging a strategic planning consultant will range significantly, depending on the extent of community consultation to be used in the planning process. For example, if obtaining community input is not part of the consultant work, a realistic expectation for fees would be about \$30,000. If, on the other hand, the consultant is to engage in broad community consultation (e.g. a community survey, focus groups, open houses), the consulting fees might be closer to \$100,000.

Should Council decide to engage a strategic planning consultant and also choose to defer a decision on the extent of community consultation to the next City Council, Staff will ensure that a break-down of fees is solicited in any Request for Proposals document.

Respectfully submitted,



Terry Hartley
Director of Human Resources
& Organizational Planning



Douglas W. Holmes
Assistant City Manager/General Manager,
Corporate Services

STAFF REPORT

REPORT TO: SUSAN CLIFT, DIRECTOR, ENGINEERING & PUBLIC WORKS

FROM: BILL SIMS, MANAGER, WATER RESOURCES

RE: SOUTH FORK WATER TREATMENT PLANT MEMBRANE SYSTEM SUPPLIER
SELECTION

STAFF'S RECOMMENDATION:

That Council award the Submerged Membrane Equipment Supply RFP N^o. 1220 to GE Water & Process Technologies Canada.

EXECUTIVE SUMMARY:

At its meeting of 2011-Jul-25, Council directed staff to issue a Request for Proposals for supply of a membrane filtration package for the South Fork Water Treatment Plant.

Following extensive pilot testing of three different filtration technologies in 2009/10, and in-depth technical and financial review, submerged membrane filtration proved to be the most cost-effective in terms of capital and life-cycle costs, and was the technology best able to effectively treat variations in raw water quality. Submerged membranes will enable the City to consistently meet the Guidelines for Canadian Drinking Water Quality and comply with its revised Operating Permit.

Award of this tender is on the critical path for the water treatment plant project. Award will enable Associated Engineering to proceed with the detailed design, and the City to meet the terms of its funding agreement under the Build Canada Fund.

BACKGROUND:

Request for Proposals N^o. 1220 was issued nationally on 2011-Aug-02 and closed on 2011-Sep-23. An extensive and exhaustive review was undertaken on each proposal, using the following evaluation criteria:

- evaluated direct capital cost
- 10 year life-cycle cost
- impact on overall project capital cost
- demonstrated proven track record
- qualifications and experience of proponent's project personnel
- compliance with technical specifications and technical merits
- compliance with commercial terms of specifications including warranty requirements
- proponent's support capability for proposed membrane systems
- compliance with schedule of supply and delivery for demonstration tendering
- compliance with schedule of supply and delivery for membrane system equipment
- completeness of proposal

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Three proposals were received by the closing time of 2011-Sep-23 from the following suppliers:

- GE Water & Process Technologies Canada
- Pall Canada Ltd.
- Siemens Industry Ltd.

All three proponents are recognized and well established in potable water membrane filtration. Each of the proposals were evaluated against the criteria provided in the Request for Proposals. GE Water & Process Technologies was the top-ranked proponent, as well as having the lowest direct cost and most positive impact on the overall project cost. The direct capital costs, excluding HST, of the three proponents were as follows:

GE Water & Process Technologies	\$ 7,898,000
Pall Canada Ltd.	10,470,000
Siemens Industry Ltd.	10,840,500

GE Water's price is approximately \$1.0 million below pre-tender estimates, and thus within the budget for the work.

The supply contract will proceed in three stages: the first will be Engineering Services and Demonstration Testing. Following satisfactory demonstration testing and preparation of shop drawings, the second stage will be to issue a Notice to Manufacture and Deliver the membranes and ancillary equipment. The total cost of Equipment Supply is \$7,079,198. The final stage, Field Services, Commissioning, Operator Training and Warranty Services will naturally follow when the Water Treatment Plant is ready for commissioning. The cost of the first stage (Engineering Services), included in GE Water's bid price, is \$516,139. This work needs to begin immediately to meet the project timelines and to test the proposed system against winter water quality events.

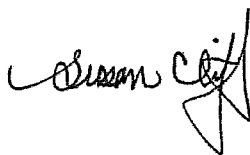
There are a number of changes proposed by GE Water to the RFP commercial terms and conditions which affect the second stage work. Many of these will be negotiated and agreed to before formal execution of the overall agreement. One of the key exceptions is noted for Council's information:

GE Water have quoted in Canadian dollars, as required by the RFP. However, since it is likely that the Notice to Manufacture may not be issued for almost a year, they have stipulated that the price is subject to adjustment based on the currency exchange at the time of the Notice to Manufacture. This is understandable because much of the equipment is quoted to them in US dollars. Staff propose to work with GE Water to mitigate financial impact to either party in the event of currency fluctuations over the next year.

Respectfully submitted,



Wm. Sims
Manager, Water Resources



S. Clift, Director
Engineering & Public Works



T. Hickey, General Manager
Community Services

FPCOW: 2011-Oct-24
WS/fg

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FOR INFORMATION ONLY

REPORT TO: B.E. CLEMENS, DIRECTOR OF FINANCE

FROM: K. FELKER, MANAGER, PURCHASING AND STORES

RE: QUARTERLY DIRECT AWARD PURCHASES

STAFF'S RECOMMENDATION:

That Council receives this report for information.

EXECUTIVE SUMMARY:

As per Council's Purchasing Policy, a report to Council will be provided each quarter summarizing any direct award purchases between \$25,000 to \$250,000. Council approves any direct awards over \$250,000. This report covers the period between 2011-July-01 to 2011-Sept-30.

BACKGROUND:

Earlier this year, Council adopted a new Purchasing Policy that gives authority for staff to directly award a contract to a vendor if certain conditions are met. This policy also requires staff to report on these direct awards (also known as "sole source" or "single source" purchases) valued at \$25,000 to \$250,000 each quarter. Direct awards in excess of \$250,000 require Council approval before the purchase is made.

According to the policy, the circumstances under which a direct award can be made are as follows:

1. to ensure compatibility with existing equipment, facilities or to maintain specialized products by the manufacturer or representative.
2. one with which staff has specialized training and/or extensive experience.
3. where there is an absence of competition and no acceptable alternative or substitute exists.
4. for the purchase of used equipment or at auction.
5. where it can be demonstrated the product or service is available only through one authorized manufacturer, distributor, dealer, or service provider.
6. item is purchased for testing or trial use.
7. for matters involving high security and/or to protect the confidentiality of the City.
8. urgently required on an emergency basis (e.g. life/death, health, safety, critical equipment or facility breakdown).
9. a Notice of Intent to Direct Award is posted electronically and is not challenged.

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10. where there is demonstrated value to continue consultant services into the next project phase (i.e. from design to construction).
11. any other situation where it is clearly demonstrated there is only one viable source of supply.

There were twelve direct awards made during the three month period covered by the report.

Details of these are given below.

Vendor: BC Hydro
Amount: \$57,599
Description: Electrical Services for Water Pump Station – 71 Pryde Avenue
Reason: BC Hydro only authorized service provider for this work.

Vendor: Tile Safe Products
Amount: \$25,773
Description: To apply Safe Tile Anti-slip Treatment at NAC and Beban Pools
Reason: Fully funded by MIA Grant, timing of essence to have work performed during shutdown.

Vendor: Newcastle Nissan
Amount: \$84,570
Description: To supply two (2) Nissan Leaf all Electric Vehicles
Reason: Purchased through a consortium with the Fraser Basin Council.

Vendor: Canadian Electric Vehicles Ltd
Amount: \$29,064.10
Description: Electric Ranger conversion kit
Reason: Only supplier of this equipment for trial purposes.

Vendor: Emcon Services Inc
Amount: \$58,414
Description: 2011 Landscape Maintenance of Nanaimo Parkway
Reason: Only authorized Department of Highways contractor.

Vendor: Dell Computer Corporation
Amount: \$25,225
Description: Fifty (50) Dell OptiPlex 790 Minitower Base
Reason: Compatibility with existing equipment.

Vendor: Dell Computer Corporation
Amount: \$89,000
Description: Two (2) Dell EqualLogic PS6010XV
Reason: Compatibility with existing equipment.


Vendor: Dell Computer Corporation
Amount: \$69,308
Description: Four (4) Dell PowerEdge R710 Servers
Reason: Compatibility with existing equipment.


Vendor: Dell Computer Corporation
Amount: \$66,246.25
Description: Commvault Software
Reason: Compatibility with existing equipment.

Respectfully submitted,



K. Felker
Manager, Purchasing & Stores

for 
B. E. Clemens,
Director of Finance


D. W. Holmes,
Assistant City Manager/
General Manager, Corporate Services

G:\Reports\Quarterly Reports\2011\Direct Award email approvals\Quarter 3

FOR INFORMATION ONLY

REPORT TO: B.E. CLEMENS, DIRECTOR OF FINANCE
FROM: K. FELKER, MANAGER, PURCHASING AND STORES
RE: QUARTERLY SINGLE BID SUBMISSION PURCHASES

STAFF'S RECOMMENDATION:

That Council receives this report for information.

EXECUTIVE SUMMARY:

As per Council's Purchasing Policy, a report to Council will be provided each quarter where only one tender or proposal is received after either publicly tendering or inviting at least three (3) vendors to bid on the work. The value of these purchases is between \$25,000 to \$250,000. Council approves any single bid submission purchases over \$250,000. This report covers the period between 2011-July-01 to 2011-Sept-30. It is the first time this report has been presented to Council.


BACKGROUND:

Earlier this year, Council adopted a new Purchasing Policy that gives authority for staff to determine whether a bid represents good value for the taxpayer in the instance where only one tender or proposal is received after publicly tendering or inviting multiple vendors to bid.

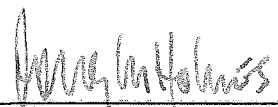
There was one single bid submission award made during the three month period covered by the report. Details of these are given below.

Vendor: Miranda Construction Ltd
Amount: \$29,150
Description: Frank Crane Arena Door Hardware Replacement Project
Reason: Only vendor to respond to publicly issued tender.

Respectfully submitted,


K. Felker
Manager, Purchasing & Stores


B. E. Clemens,
Director of Finance


D. W. Holmes,
Assistant City Manager/
General Manager, Corporate Services

☐ Council
☒ Committee E/PCOW
☒ Open Meeting
☐ In-Camera Meeting
Meeting Date: 2011-OCT-24



BC Community Living Action Group (BC-CLAG)

A provincial network of service, support, and advocacy organizations, family groups, & other community living stakeholders

October 13, 2011

Dear Mayor and Council

The BC Community Living Action Group (BC-CLAG) is a network of self-advocates, families, unions, service and advocacy organizations, and other key stakeholders who support the full inclusion rights of adults with developmental disabilities.

As you are likely aware through widespread media attention on the issue in recent months, the provincial government has made drastic cuts to housing and program supports funded by Community Living BC (CLBC) for adults with developmental disabilities. The BC-CLAG began meeting in the Fall of 2010 in response to this urgent situation in BC's community living sector.

Each year, hundreds of youths with developmental disabilities reach age 19 and turn to CLBC as they age out of supports funded by the Ministry of Children and Family Development. However, despite this anticipated annual increase in demand for services, CLBC's operating budget has remained static from 2010 through 2014 at \$681 million. The increasing gap has severely strained CLBC's system of community-based residential and support services, resulting in a growing number of human crises as highly vulnerable young adults and families struggle to cope.

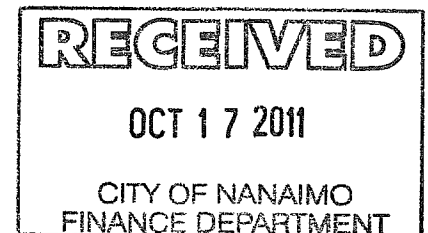
CLBC has tried to address the budget crunch and growing waitlists through a "service redesign" initiative, with cost-cutting measures such as closing group homes and forcibly transferring residents to lower cost alternatives. More recently, the provincial government released nearly \$9 million to respond to urgent health and safety situations, although more than \$70 million is required to adequately meet outstanding requests for services.

Adults with developmental disabilities and their families have been impacted by these service cuts in municipalities across BC—including your own. On September 22, 2011, a motion was passed by Vancouver City Council to help address the housing crisis. Attached is a copy of the resolution*.

As October is Community Living Awareness Month—proclaimed by Municipal councils across the province—the BC-CLAG respectfully requests you to consider bringing forward a resolution to your council that highlights the current situation. The attached resolution contains suggested wording that you can use or adapt.

May we also ask that if your municipality passes a resolution on this important issue that you mail us a hard copy and/or scan and email me a copy at jwd@bccpd.bc.ca so we can add it to the BC-CLAG website (www.communitylivingaction.org).

☐ Council
☒ Committee *ELPLOW*
☒ Open Meeting
☐ In-Camera Meeting
Meeting Date: *2011-OCT-24*



Mailing address: BC-CLAG c/o BCCPD #204 – 456 West Broadway Vancouver, BC V5Y 1R3



BC Community Living Action Group (BC-CLAG)

A provincial network of service, support, and advocacy organizations, family groups, & other community living stakeholders

If you need any further information, please do not hesitate to contact Jane Dyson at the email address above or by phone at 604-875-0188.

Sincerely,

Jane Dyson
Executive Director
BC Coalition of People with Disabilities

Faith Bodnar
Executive Director
BC Association for Community Living

Darryl Walker
President
B.C. Government and Service Employees' Union

Cyndi Gerlach & Dawn Steele
Co-administrators
Moms on the Move

Anita Dadson
President
BC Family Net Society

Alanna Hendren
Executive Director
Developmental Disabilities Association

Michael J. Prince, Lansdowne Professor of Social Policy
University of Victoria

***An electronic version of the City of Vancouver's Resolution is located at:**
<http://vancouver.ca/ctyclerk/cclerk/20110922/documents/csbu5.pdf>

cope378

MOTION

5. Housing for Adults with Developmental Disabilities

Vancouver City Council, at its meeting on September 20, 2011, referred the following motion to the Standing Committee on City Services and Budgets meeting on September 22, 2011, in order to hear from speakers.

MOVED by Councillor Geoff Meggs
SECONDED by Councillor Kerry Jang

WHEREAS

1. The Provincial Government is cutting funding and supports for adults with developmental disabilities, resulting in the closure of group homes and mounting waiting lists for services;
2. These group homes form a vital and necessary part of the housing continuum that has won broad support from members of the public at large, families of adults with developmental disabilities and the communities in which they are located;
3. The Parent Support Group for Families of Mentally Handicapped Adults Society have approached the City of Vancouver seeking assistance to create new supportive housing options to provide homes for parents and their adult children with developmental disabilities;
4. The forced relocation of adults with developmental disabilities, against their will and without the support of their families, is causing severe emotional hardship to many families and growing vulnerability in the community, jeopardizing health and safety and increasing the risk of illness or homelessness;
5. The BC Community Living Action Group, which represents more than 65 affected agencies and organizations, thousands of families, and adults with developmental disabilities, has called for an end to service cuts and the closure of group homes.

THEREFORE BE IT RESOLVED

- A. THAT Council urge the Provincial Government to end funding cuts, implement a moratorium on the closure of group homes and provide sufficient financial resources both to maintain this vital housing resource and address growing waitlists.
- B. THAT Council direct staff to report to Council on:
 - the impact of these changes on city services, including supportive housing and police services;
 - the status of group homes in the city of Vancouver;
 - options to include homes for adults with developmental disabilities in the provision of supported housing in the city; and
 - options to protect the existing homes.

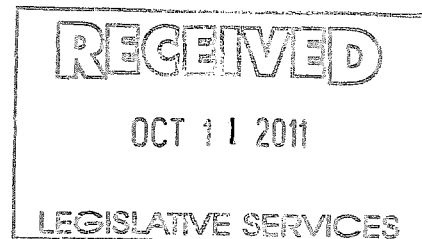
BE IT FURTHER RESOLVED THAT this motion be circulated to the LMLGA and the UBCM for their consideration.

* * * * *

Save Linley Valley West: Joanne Jonas, Jennifer O'Rourke has requested an appearance before council.

The requested date is Oct 24, 2011.

The requested meeting is:
FPCOW



Presenter's information

Address: 6108 Parkwood Dr.
City: Nanaimo
Province: BC
Postal Code: V9T 5Y7

Details of Presentation:

To present information regarding citizens' initiative to have Linley Valley West designated as a nature park.

☐ Council
☒ Committee F/PCOW
☒ Open Meeting
☐ In-Camera Meeting
Request Date: 2011-10-24