SUBJECT: Award of Tender C12-17-08 Pest Control Services (FCS09014) (City Wide)

RECOMMENDATION:

That the Corporate Tender C12-17-08 Pest Control Services be awarded to E-Safe Pest Control with an estimated total five year contract price of $139,800.00.

Antonio D. Tollis
Acting General Manager
Finance and Corporate Services

EXECUTIVE SUMMARY:

This is a City Wide contract for pest control services which will be utilized by all City of Hamilton departments (with the primary user being Facility Services).

The initial term of the contract is for a period of one (1) three (3) year term, with an option to renew for two (2) additional one (1) year terms, at the sole discretion of the City.

As per Purchasing Policy, Section 4.4, Policy 4 - Approval Authority, item (b) approval is required for the award of Corporate Contracts.

BACKGROUND:

The Purchasing Section issued this City Wide Request for Tender for Pest Control Services on November 21st, 2008 and which closed on December 9th, 2008. The service is for monthly pest control services for one-hundred and ten (110) City Facilities. Nine (9) Bidders
picked up the tender documents and the lowest complaint Bidder is being recommended for award.

**ANALYSIS/RATIONALE:**

It is more cost-effective and efficient for the City to award to one (1) vendor. The City benefits from discounted pricing when a corporate contract is issued versus each individual department securing prices on their own for services that are similar.

The following departments will be actively participating in this Tender: Facilities; HECFI; and Community Services.

**ALTERNATIVES FOR CONSIDERATION:**

The alternative method would be to secure competitive bids for each department, which would result in the duplication of effort, and the City would not see any cost-savings by combining the required services for several departments.

**FINANCIAL/STAFFING/LEGAL IMPLICATIONS:**

- **Financial**
  - None

- **Staffing**
  - None

- **Legal**
  - None

**POLICIES AFFECTING PROPOSAL:**

Purchasing Policy, Section 4.4, Policy 4 - Approval Authority, requires Council approval when the Request for Tender is a Corporate Contract.

**RELEVANT CONSULTATION:**

All City of Hamilton Departments were consulted and provided input with this Request for Tender with respect to specifications and special provisions.

**CITY STRATEGIC COMMITMENT:**

By evaluating the **“Triple Bottom Line”**, (community, environment, and economic implications) we can make choices that create value across all three bottom lines, moving us closer to our vision for a sustainable community, and Provincial interests.

Community Well-Being is enhanced. ☑ Yes ☐ No
This ensures that the Community and City employees have a pest free environment.

**Environmental Well-Being is enhanced.** ☑ Yes ☐ No

The Request for Tender requires the use of methods and chemicals to exterminate the pests that are environmentally responsible and are designed to provide safe removal and extermination of the pests.

**Economic Well-Being is enhanced.** ☑ Yes ☐ No

The issuance of this corporate contract enhances buying power and ensures that volume discounts are maximized for the City.

**Does the option you are recommending create value across all three bottom lines?** ☑ Yes ☐ No

**Do the options you are recommending make Hamilton a City of choice for high performance public servants?** ☐ Yes ☑ No