



Sault Ste. Marie Housing Corporation

District of Sault Ste. Marie Social Services

Administration Board

Conseil d'Administration des Services du District Sault Ste. Marie

Zhawenimi-Anokiitaagewin



AGENDA

Sault Ste. Marie Housing Corporation Meeting

Thursday, April 16, 2020 @ 4:30 PM

ZOOM Teleconference

1. CALL TO ORDER

2. APPROVAL OF AGENDA

Resolution #20-024

Moved By: S. Hollingsworth

Seconded By: D. Edgar

- 2.1 “Be it resolved that the Agenda for the April 16, 2020 Sault Ste. Marie Housing Corporation Board meeting be approved as presented.”

3. DECLARATIONS OF PECUNIARY INTEREST

4. APPROVAL OF PREVIOUS MINUTES / ACCOUNTS

Resolution #20-025

Moved By: P. Christian

Seconded By: M. Bruni

- 4.1 “**BE IT RESOLVED** that the Minutes from the Sault Ste. Marie Housing Corporation Board meeting dated March 19, 2020 be adopted as recorded.”

5. MANAGER REPORTS

HOUSING SERVICES

Resolution #20-026

Moved By: K. Lamming

Seconded By: R. Niro

- 5.1 **"BE IT RESOLVED THAT** Sault Ste Marie Housing Corporation Board, (SSMHC) in accordance with the purchasing policy, accept the recommendation of the tender award committee and award PTC 2020-19: Elevator Upgrades & Warranty Maintenance Services to the lowest qualified bidder, Bay Elevator Ltd. at a cost of \$250,582.65"

Resolution #20-027

Moved By: D. Edgar

Seconded By: P. Christian

- 5.2 **"BE IT RESOLVED THAT** the Sault Ste. Marie Housing Corporation (SSMHC) now move into closed session for educational and training purposes."

Resolution #20-028

Moved By: K. Lamming

Seconded By: S. Hollingsworth

- 5.3 **"BE IT RESOLVED THAT** the Sault Ste. Marie Housing Corporation (SSMHC) now move into open session."

6. OTHER BUSINESS / NEW BUSINESS

7. ADJOURNMENT

Resolution #19-030

Moved By: D. Edgar

Seconded By: P. Christian

- 7.1 **"BE IT RESOLVED THAT** we do now adjourn"

Next Meeting

Thursday May 21, 2020 at 4:30 PM

390 Bay Street, Suite 405



Sault Ste. Marie Housing Corporation

District of Sault Ste. Marie Social Services

Administration Board

Conseil d'Administration des Services du District Sault Ste. Marie

Zhawenimi-Anokiitaagewin



MINUTES

Sault Ste. Marie Housing Corporation Meeting

Thursday, March 19, 2020 @ 4:30 PM

Russ Ramsay Room, Civic Centre

PRESENT:	L. DuFour M. Bruni	R. Niro K. Lamming	J. Gawne P. Christian
STAFF:	D. Petersson C. Fairbrother	S. Ford J. Barban	R. Rushworth
ABSENT:	S. Hollingsworth	D. Edgar	

1. **CALL TO ORDER** at 6:59 PM by J. Gawne, Board Chair

2. **APPROVAL OF AGENDA**

Resolution #20-018

Moved By: L. Dufour

Seconded By: M. Bruni

2.1 "Be it resolved that the Agenda for the March 19, 2020 Sault Ste. Marie Housing Corporation Board meeting be approved as presented."

CARRIED

3. **DECLARATIONS OF PECUNIARY INTEREST**

NONE

4. APPROVAL OF PREVIOUS MINUTES / ACCOUNTS

Resolution #20-019

Moved By: K. Lamming

Seconded By: R. Niro

- 4.1 “**BE IT RESOLVED** that the Minutes from the Sault Ste. Marie Housing Corporation Board meeting dated February 20, 2020 be adopted as recorded.”

CARRIED

5. MANAGER REPORTS

HOUSING SERVICES

Resolution #20-020

Moved By: R. Niro

Seconded By: L. Dufour

- 5.1 “**BE IT RESOLVED THAT** Sault Ste Marie Housing Corporation Board contract with Norton Rose Fulbright Canada Barristers and Solicitors to review and provide recommendation(s) regarding various construction procurement documents at a cost of up to \$23,000.”

CARRIED

Resolution #20-021

Moved By: K. Lamming

Seconded By: P. Christian

- 5.2 "**BE IT RESOLVED THAT** the Sault Ste. Marie Housing Corporation (SSMHC) now move into closed session to discuss the proposed acquisition of land.” Entered into closed session at 7:03 PM

CARRIED

Resolution #20-022

Moved By: P. Christian

Seconded By: L. Dufour

- 5.3 "**BE IT RESOLVED THAT** the Sault Ste. Marie Housing Corporation (SSMHC) now move into open session.”

Returned to open session at 7:16 PM

CARRIED

Resolution #20-024

Moved By: L. Dufour

Seconded By: M. Bruni

- 5.4 “**BE IT RESOLVED THAT** the Sault Ste. Marie Housing Corporation Board accept the March 19, 2020 report of the Director of Housing Services and approve the purchase of the property located at 159 Gibbs Street, utilizing conventional lending, at a cost of up to \$725,000.”
CARRIED

6. OTHER BUSINESS / NEW BUSINESS

7. ADJOURNMENT

Resolution #19-023

Moved By: K. Lamming

Seconded By: P. Christian

- 7.1 “**BE IT RESOLVED THAT** we do now adjourn”
CARRIED
Meeting adjourned at 7:19 PM

Next Meeting

***Thursday April 16, 2020 at 4:30 PM
390 Bay Street, Suite 405***



Social Services | Services Sociaux
Zhawenimi-Anokiitaagewin
Sault Ste. Marie District

SAULT STE. MARIE HOUSING CORPORATION BOARD REPORT



AUTHOR: Jeff Barban

DATE: April 16, 2020

RE: PTC 2020-19 – Elevator Upgrades & Warranty Maintenance Services

RECOMMENDATION

It is recommended in accordance with the Sault Ste. Marie Housing Corporation (SSMHC) purchasing policy, the tender award committee award PTC 2020-19: Elevator Upgrades & Warranty Maintenance Services to the lowest qualified bidder, Bay Elevator Ltd.

BACKGROUND INFORMATION

PTC 2020-02 (Elevator Modernization & Warranty Maintenance Services) was budgeted under the Canada-Ontario Community Housing Initiatives (COCHI) and Ontario Priorities Housing Initiative (OPHI) at a total of \$425,766.89 (including consulting fees of \$17,019.36).

As identified by the Building Condition Assessment (BCA), the elevators within the apartment buildings located at 55 Chapple Avenue and 588 Albert Street West are reaching the end of their service life. Maintenance of equipment is difficult as replacement parts are challenging to source or no longer available.

This project was deferred from 2019.

SUMMARY/OVERVIEW

The scope of work for PTC 2020-19 includes:

- All labour, materials, equipment, and services that are necessary to fulfill the requirements of equipment modernization
- Preventative maintenance to replace the existing equipment and regular maintenance of new equipment to ensure trouble free service and a long life of equipment.

DATE: April 16, 2020

The following tender submissions were received and opened in a public forum as per the SSMHC purchasing policy:

PTC 2020-19 Summary		
Bid	Submitted By	Total Cost
1	Bay Elevator Ltd.	\$250,582.65
2	ThyssenKrupp Elevator (Canada) Ltd.	\$277,890.35

Note: All figures shown with non-recoverable 22% PST

Rates		
Rate Type	Bay Elevator Ltd.	ThyssenKrupp (Canada) Ltd.
Per service technician – regular time	\$200.00	\$255.00
Per service technician – overtime (x 1.5)	\$250.00	\$382.00
Per service technician – overtime (x 2)	\$280.00	\$510.00
Per service crew - technician + helper	\$325.00	\$458.68
Per service crew - overtime	\$580.00	\$917.37

STRATEGIC PLAN IMPACT

The elevator replacement at 55 Chapple Ave. and 588 Albert St. W. impacts the strategic area of Service Excellence.

FINANCIAL IMPLICATIONS

There are no financial implications to the 2020 Capital Budget. The recommended change would not result any net increase to the 2020 Capital Works budget as funds have been identified from COCHI and OPHI funding.

CONCLUSION

The Infrastructure and Asset Manager and consulting firm, National Elevator have reviewed the scope work to ensure all the requirements are met. There are no outstanding issues preventing the awarding of PTC 2020-19 to Bay Elevator Limited.

Respectfully submitted,



Jeff Barban
Director Housing Services

Approved by:



Mike Nadeau
Chief Administrative Officer