



## **City of North Bay Report to CAO, CFO and City Solicitor**

Report No: CORP-2022-104

Date: October 4, 2022

Originator: Mary-Ann Kotylak, CPPB, CPPO  
Manager of Purchasing

Jason Whiteley  
Fire Chief

Business Unit:  
Corporate Services

Department:  
Financial Services Department

Subject: Co-op Self Contained Breathing Apparatus (SCBA) and ancillary equipment Tennum 2018-40

Closed Session: yes ☐ no ☒

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### **Recommendation**

That a contract for Self Contained Breathing Apparatus and ancillary equipment awarded to A.J. Stone Co. Ltd. be increased in the amount of \$90,750.00 (plus HST) for the provision of 55 additional SCBA air cylinders.

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### **Background**

The increase in this contract can be made under allowances of the Delegated Authorities By-Law 2021-111. In the event of a Lamé Duck Period, By-Law 2021-111 was passed to provide authority to the Chief Administrative Officer, the Chief Financial Officer and the City Solicitor to jointly approve purchases requiring council approval.

North Bay Fire and Emergency Services (NBFES) operates a fleet of Self-Contained Breathing Apparatus (SCBA) as part of their occupational health and safety responsibilities as regulated in the Ontario Occupational Health and Safety Act. SCBA allow fire suppression personnel to work in Immediately Dangerous to Life and Health (IDLH) environments such as fires and hazardous materials releases.

Currently Transport Canada has an expiry age for SCBA air cylinders at 15 years, at which time the air cylinders can no longer be used. NBFES has 45 air

cylinders in need of replacement this year and another 3 next year. The City's supplier has 55 air cylinders available at pre-covid pricing, a savings of 8% per bottle. NBFES will require additional bottles after 2023.

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## **Financial/Legal Implications**

Council was informed of the original contract award to A.J. Stone Co. Ltd. on Report to Council Number CORP 2018-85 dated November 26, 2018, for SCBA and ancillary equipment or any additional requirements within this class of products for a period ending May 31, 2026, with extension option of 5 additional 1-year terms. Under the Purchasing By-Law 2013-200 Paragraph 17 Contingency Management, where the expenditure limit of a contract that required council approval is expected to exceed the award amount by 15% or greater, the matter will be referred to Council for consideration. Since the City of North Bay is in a Lame Duck Period, Delegated Authority is necessary to approve the increase.

Sufficient funding for this purchase is available in Capital Project No. 6672FD Fire Equipment Replacement 2022 On-going.

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## **Corporate Strategic Plan**

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|---------------------------------------------------------------------------|--------------------------------------------------|
| <input type="checkbox"/> Natural North and Near                           | <input type="checkbox"/> Economic Prosperity     |
| <input checked="" type="checkbox"/> Affordable Balanced Growth            | <input type="checkbox"/> Spirited Safe Community |
| <input checked="" type="checkbox"/> Responsible and Responsive Government |                                                  |

## **Specific Objectives**

Maintain infrastructure across the city in a good state of repair.

Ensure the City is prepared in the event of a Community Emergency.

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## **Options Analysis**

Option 1: That a contract for Self Contained Breathing Apparatus and ancillary equipment awarded to A.J. Stone Co. Ltd. be increased in the amount of \$90,750.00 (plus HST) for the provision of 55 additional SCBA air cylinders.

Option 2: Do not award a contract. This option is not recommended because the lack of SCBA bottles would not allow NBFES to provide interior fire attack and rescue as prescribed in By-Law 2007-13 being A By-Law to Establish and Regulate the North Bay Fire and Emergency Services.

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## **Recommended Option**

That a contract for Self Contained Breathing Apparatus and ancillary

equipment awarded to A.J. Stone Co. Ltd. be increased in the amount of \$90,750.00 (plus HST) for the provision of 55 additional SCBA air cylinders.

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Respectfully submitted,

Name: Mary-Ann Kotylak, CPPB, CPPO  
Title: Manager of Purchasing

Name: Jason Whiteley  
Title: Fire Chief

**We concur with this report and recommendation**

Name: Peter E.G. Leckie, B.A. (Hons.), LL.B.  
Title: City Solicitor

Name: Margaret Karpenko, CPA, CMA  
Title: Chief Financial Officer /Treasurer

Name: David Euler, P.Eng., PMP  
Title: Chief Administrative Officer

Personnel designated for continuance:

Name: Greg Saunders  
Title: Deputy Fire Chief