

**MINUTES OF THE SPECIAL MEETING OF THE CITY COUNCIL HELD ON  
MONDAY, FEBRUARY 25, 2013, AT 5801 CAVENDISH BOULEVARD,  
CÔTE SAINT-LUC, AT 7:00 P.M.**

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PRESENT:

Mayor Anthony Housefather, B.C.L., L.L.B, M.B.A. presiding  
Councillor Dida Berku, B.C.L.  
Councillor Mitchell Brownstein, B. Comm., B.C.L., L.L.B.  
Councillor Steven Erdelyi, B.Sc., B.Ed.  
Councillor Sam Goldbloom, B.A.  
Councillor Ruth Kovac, B.A.  
Councillor Allan J. Levine, B.Sc., M.A., DPLI

ALSO PRESENT:

Ms. Tanya Abramovitch, City Manager  
Ms. Nadia DiFuria, Associate City Manager  
M<sup>e</sup> Jonathan Shecter, City Clerk, acted as Secretary of the meeting

**QUESTION PERIOD**

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Having no residents present there were no questions asked.

130235

**PARKS RENOVATIONS - SELECTION COMMITTEE AND BID WEIGHTING  
SYSTEM FOR UPCOMING PROFESSIONAL SERVICES TENDER**

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WHEREAS the City of Côte Saint-Luc ("City") intends to issue a call for tenders for professional consulting services for certain contemplated parks renovations;

WHEREAS the City first must approve the selection committee and the system of bid weighting and evaluating to be used to evaluate the bids, the whole in virtue of the *Cities and Towns Act*;

It was

MOVED BY COUNCILLOR RUTH KOVAC  
SECONDED BY COUNCILLOR MITCHELL BROWNSTEIN

AND RESOLVED:

"THAT the Côte Saint-Luc City Council hereby approves the following selection committee for its parks renovations projects:

**Charles Senekal**  
**David Taveroff**  
**Patrick Raggo**  
**Tanya Abramovitch**

THAT quorum shall exist provided there are at least 3 members of the selection committee who will evaluate the bids at the relevant time, and in the event that 2 are absent, **Serge Rioux** shall be named as an alternate;

THAT the system of bid weighting and evaluating annexed hereto as *Annex A* to form an integral part hereof shall be used for the evaluation of the bids in respect of the aforementioned upcoming tenders in accordance with the law.”  
CARRIED UNANIMOUSLY

130236

**URBAN DEVELOPMENT – AWARDING OF CONTRACT FOR ENGINEERING SERVICES FOR CITY HALL/LIBRARY BUILDING ENVELOPE/COOLING TOWER PROJECT (TENDER C-05-13)**

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WHEREAS the City of Côte Saint-Luc (“City”) issued an invited call for tender under Tender No. C-05-13 seeking professional engineering services in connection with its planned City Hall/Library Building Envelope and Cooling Tower project and received two (2) bids;

WHEREAS according to the City’s system of bid weighting and evaluating, the bid of MLC Associés Inc. received the highest final score and is therefore deemed conforming the lowest bidder under the *Cities and Towns Act*;

It was

MOVED BY COUNCILLOR STEVEN ERDELYI  
SECONDED BY COUNCILLOR RUTH KOVAC

AND RESOLVED:

“THAT the Côte Saint-Luc City (“City”) Council hereby awards a contract for engineering services for its City Hall/Library building envelope and cooling tower project in accordance with the terms of its Tender No. C-05-13, concerning the principal scope of work therein contemplated, to MLC Associés Inc. (“MLC”) for the price of \$29,400.00, plus applicable taxes (subject to the below);

THAT a Treasurer’s Certificate TC 13-0043 dated February 20, 2013, has been issued by the Assistant City Treasurer attesting to the availability of funds to cover the described expenses;

THAT furthermore the City shall be authorized to allocate, via an internal purchase order, an amount of up to \$3,500.00, plus applicable taxes, for potential contingencies in this project which, if incurred, must be approved according to the City’s change order procedures and delegated authority by-law;

THAT, finally, the City hereby reserves its rights, under no obligation on its part, Option A and Option B studies bid on by MLC under this Tender, which the City may choose to exercise, at its sole discretion, at a future time.”  
CARRIED UNANIMOUSLY

130237

**APPROVAL OF THE ADJOURNMENT OF THE MEETING**

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It was

MOVED BY COUNCILLOR ALLAN J. LEVINE  
SECONDED BY COUNCILLOR SAM GOLDBLOOM

AND RESOLVED:

“THAT Council hereby authorizes the Mayor to declare the Meeting adjourned.”

CARRIED UNANIMOUSLY

**AT 7:10 P.M. MAYOR HOUSEFATHER DECLARED THE MEETING  
ADJOURNED.**

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ANTHONY HOUSEFATHER  
MAYOR

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JONATHAN SHECTER  
CITY CLERK

**ANNEX A**

Bid Weighting and Evaluation System - Professional Services (Engineering Division)  To Determine Average Interim Score:	Scale	Score (or Range Where Indicated)			
		Exceptional	Adequate to Superior	Insufficient	Score given
Name of Bidder: _____	MAXIMUM TOTAL ON:				
<b>1. Expertise, Experience &amp; Reputation of Bidder*:</b>					
1.1 Prior expertise & experience in providing similar services to the City and/or other municipalities and public/parapublic bodies during the last 5 years	15	13-15	11-12	0-10	
1.2 At least ten (10) client references (including the City if applicable) for similar projects realized during the last five (5) years, including contract value and degree of completion	10	9-10	7-8	0-6	
<b>SubTotal 1</b>	<b>25</b>	<b>22-25</b>	<b>18-20</b>	<b>0-16</b>	
<b>2. Team's competence*:</b>					
2.1 Chief-engineer's (or chief architect or chief landscape architect, depending on the tender), project manager's and site manager's experience in the municipal or public domain and in similar projects; and their professional accreditations (all 3, if different persons, must be dedicated for term of project)	10	9-10	7-8	0-6	
2.2 Experience of junior/other team members in the municipal or public domain, and in similar projects, and their professional accreditations	10	9-10	7-8	0-6	
2.3 Workforce continuity capacity and replacement/succession plan	5	5	3-4	0-2	
<b>SubTotal 2</b>	<b>25</b>	<b>23-25</b>	<b>17-20</b>	<b>0-14</b>	
<b>3. Comprehension :</b>					
3.1 Understanding of expectations and the scope of the project	10	9-10	7-8	0-6	
<b>SubTotal 3</b>	<b>10</b>	<b>9-10</b>	<b>7-8</b>	<b>0-6</b>	
<b>4. Organization and Methodology:</b>					
4.1 Organization of the project, efficiency, scheduling/timeline for deliverables, meeting deadlines and respecting the law and City's policies and procedures	10	9-10	7-8	0-6	
4.2 Quality assurance program	5	5	3-4	0-2	
4.3 Degree of State of Art of methods, technologies, equipment, materials, etc.	10	9-10	7-8	0-6	
<b>SubTotal 4</b>	<b>25</b>	<b>23-25</b>	<b>17-20</b>	<b>0-14</b>	
<b>5. Alternatives:</b>					
5.1 Analysis of cost saving alternatives, strategies for improving the City's situation, problem-solving	10	9-10	7-8	0-6	
<b>SubTotal 5</b>	<b>10</b>	<b>9-10</b>	<b>7-8</b>	<b>0-6</b>	
<b>6. Other considerations:</b>					
6.1 Clarity of the service offer, general presentation etc.	5	5	4	0-3	
<b>SubTotal 6</b>	<b>5</b>	<b>5</b>	<b>4</b>	<b>0-3</b>	
<b>MAXIMUM INTERIM POINTS</b>	<b>100</b>	<b>91-100</b>	<b>70-80</b>	<b>0-59</b>	
* Note to Bidders re Sections 1 and 2: City and other client experiences with Bidder, Bidder's reputation, and the like will be taken into account in these criteria.					
FOR INTERNAL USE ONLY (complete one sheet per bidder) :					
Tender No.: _____; Brief Description of Project: _____					
Date: _____; Total Interim Points Given by Evaluator (out of a possible 100): _____					
Printed Name of Evaluator: _____; Signature: _____					