

## Minutes of Executive Committee



Commission scolaire English-Montréal  
English Montreal School Board

<b>Meeting</b>	Regular Executive Committee Meeting		
<b>Date</b>	June 20, 2023	<b>Time</b>	5:30 p.m.
<b>Meeting Room</b>	Laurence Patterson Room	<b>Meeting Duration</b>	21 minutes
<b>Meeting Chair</b>	Me Joe Ortona	<b>Report Author</b>	Me Nathalie Lauzière

<b>Commissioners</b>			
<b>Members</b>	<b>Quorum: 4</b>	<b>Non Members</b>	
Joe Ortona, Chair	X		
Mario Bentreovato, Vice-Chair	Regrets		
Agostino Cannavino	X		
Maria Corsi      Teams and in Person	X		
Ellie Israel	X		
James Kromida	X		
Pietro Mercuri	X		

<b>Administrators</b>			
Nicholas Katalifos	X	Bob Thomas	X
Pelagia Nickoletopoulos	X	Mario Cardin	X
Me Jack H. Chadirdjian	X	Diana Nguyen	X
Me Nathalie Lauzière	X		
Brigida Sellato	X		

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Item	Description
1.	<p><u>Adoption of Agenda</u></p> <p>IT WAS MOVED BY MR. PIETRO MERCURI AND UNANIMOUSLY RESOLVED THAT the Agenda be approved, as presented.</p> <p>Vote: 6-0-0, Adopted</p> <p style="text-align: right;"><u>Resolution #E23-06-20-1</u></p>
2.	<p><u>Adoption of Minutes</u></p> <p><u>2.1 Regular Executive Committee Meeting held on May 23, 2023</u></p> <p>IT WAS MOVED BY MR. PIETRO MERCURI AND UNANIMOUSLY RESOLVED THAT the Minutes of the Regular Executive Committee meeting held on May 23, 2023, be approved as presented.</p> <p>Vote: 6-0-0, Adopted</p> <p style="text-align: right;"><u>Resolution #E23-06-20-2.1</u></p>
3.	<p><u>Business Arising Out of Minutes</u></p> <p>None.</p>
4.	<p><u>EMSB IT Services Mutual Agreement with COMPUGEN for Apple Products</u></p> <p><b>WHEREAS</b> EMSB Adult Education Centers provide various programs for students including courses that require AutoCAD, Photoshop, and other design software for which Apple products are required;</p> <p><b>WHEREAS</b> some high schools use Apple computers for music classes as well as other Apple products;</p> <p><b>WHEREAS</b> the Information Technology Services (ITS) Department receives regular requests from schools and centers for different types of Apple products;</p> <p><b>WHEREAS</b> COMPUGEN is the only AAES (Apple Authorized Education Specialist) partner of Apple in Quebec since August 2021;</p> <p><b>WHEREAS</b> section 13(4) of the Act respecting contracting by public bodies in Quebec (C-65.1) permits direct contract negotiations with a supplier in specific cases, notably when a public call for tenders would not serve the public interest;</p> <p><b>WHEREAS</b> Procurement Services was consulted;</p> <p><b>WHEREAS</b> the public body must, at least 15 days before entering into a contract by mutual agreement, publish on the electronic tendering system (SEAO) a notice of intention allowing any enterprise to express its interest in carrying out the contract;</p> <p><b>WHEREAS</b> Procurement Services published a notice of intention PS23-0502 on SEAO and no other service provider has expressed its interest;</p>

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	<p>IT WAS MOVED BY MR. JAMES KROMIDA AND UNANIMOUSLY RESOLVED THAT the English Montreal School Board in accordance with the Act respecting contracting by public bodies in Quebec (C-65.1-section 13.4), authorize ITS to conclude a contract with COMPUGEN for the acquisition of Apple products for a period of three (3) years from July 1, 2023 to June 30, 2026 at an annual average cost of \$850,000 before taxes for a total value of \$2,550,000 before taxes;</p> <p>IT WAS FURTHER UNANIMOUSLY RESOLVED THAT the Director General or an Assistant Director General be authorized to sign the pertinent documents on behalf of the Board.</p> <p>Vote: 6-0-0, Adopted</p> <p style="text-align: right;"><u>Resolution #E23-06-20-4</u></p>
5.	<p><u>Approval to Participate in Collecto – Tender PS280-2023 – Audit de conformité</u></p> <p><b>WHEREAS</b> Collecto will be conducting public tender no. PS280-2023 to acquire services for a compliance audit (Audit de conformité);</p> <p><b>WHEREAS</b> this tender is for the purpose of carrying out audits relating to compliance with information security obligations, in accordance with the LGGRI and the various elements appearing in the annex of the Ministère de la Cybersécurité et du Numérique (MCN) entitled: Elements of audits to consider - Obligations of public bodies applicable as of November 30, 2022;</p> <p><b>WHEREAS</b> the English Montreal School Board wishes to participate in Collecto’s call for tenders to award a contract for a period of 5 years, valid from end of July 2023;</p> <p><b>WHEREAS</b> it is estimated that total cost of the contract for the 5-year term is \$100,000.00 before taxes;</p> <p><b>WHEREAS</b> Procurement Services was consulted;</p> <p><b>WHEREAS</b> a resolution from the Executive committee is required to authorize the School Board to join a group purchasing tender;</p> <p><b>WHEREAS</b> Collecto invited the organization to send it their mandate by June 14, 2023;</p> <p><b>WHEREAS</b> Council of Commissioners delegates all functions conferred on the Chief Executive Officer as per the LGCE and the LCOP to the Director General as per art. 13 general provisions of the By-Law no. 10;</p> <p><b>WHEREAS</b> Information Technology Services submitted the mandate for approval by the Director General, conditional on obtaining the authorization from the Executive Committee of the EMSB;</p> <p>IT WAS MOVED BY MR PIETRO MERCURI AND UNANIMOUSLY RESOLVED THAT the English Montreal School Board participates in the Collecto Tender no. PS280-2023 to acquire services in Compliance audit;</p> <p>IT WAS FURTHER UNANIMOUSLY RESOLVED THAT the Director General or an Assistant Director General be authorized to sign the pertinent documents on behalf of the Board.</p> <p>Vote: 6-0-0, Adopted</p> <p style="text-align: right;"><u>Resolution #E23-06-20-5</u></p>

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### 6. Awarding of Service Contracts

#### 6.1 Tender PS23-0529 – Printing Services

**WHEREAS** the English Montreal School Board (EMSB) requires the services of a printing company for the reproduction of educational materials in all their buildings;

**WHEREAS** Procurement Services proceeded with a public call for tender for these services on the SEAO (Système électronique d'appels d'offres) on May 19, 2023;

**WHEREAS** Terricorp Inc. (TLC Global), is the compliant sole bidder, for a lump sum amount of \$717,523.35 (taxes excluded) and \$824,972.47 (taxes included);

**WHEREAS** the acquisition of services greater than \$250,000 requires approval by the Executive Committee as per By-Law 10 Article 114.1;

**WHEREAS** article 15 of the Regulation respecting certain service contracts stipulates that a public body may negotiate the price submitted if only one (1) supplier submitted a compliant tender;

**WHEREAS** the supplier agreed to a new price and it is the only change made to the conditions set out in the tender documents or to the tender in the course of the negotiation;

**WHEREAS** Terricorp Inc. agreed to a 9% discount off their total bid since they were the sole bidder, which represents a cost savings of \$64,577.10 over the three (3) year period;

IT WAS MOVED BY MR. JAMES KROMIDA AND UNANIMOUSLY RESOLVED THAT the service contract for Printing Services be awarded to the compliant sole bidder, Terricorp Inc. (TLC Global) for a one (1) year period (from July 1, 2023 to June 30, 2024) with two (2) renewal options of one (1) year each for a lump sum amount of \$717,523.35 (taxes excluded) and \$824,972.47 (taxes included);

IT WAS FURTHER UNANIMOUSLY RESOLVED THAT the Director General or an Assistant Director General be authorized to sign the pertinent documents on behalf of the Board.

Vote: 6-0-0, Adopted

Resolution #E23-06-20-6.1

#### 6.2 Tender PS23-0530 – Open Contract (Contrat à commandes) for Supply of Grocery Products on Demand

**WHEREAS** the English Montreal School Board (EMSB) needs to conclude an open contract (Contrat à commandes) for grocery, meat, poultry, and fish products;

**WHEREAS** as per art 16 of the Regulation respecting certain supply contracts of public bodies, a public body may enter into an open contract (contrat à commandes) with one or more suppliers when the procurement requirements are recurrent and the quantity of goods, the rate or frequency at which they are acquired are uncertain;

**WHEREAS** the English Montreal School Board was mandated by the Lester B. Pearson School Board, and Centre de services scolaire de la Pointe-de-l'Île to establish and lead a cooperative group purchasing tender for a one (1) year contract for grocery, meat, poultry, and fish products, with a possible option to renew for one (1) additional year;

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**WHEREAS** Procurement Services proceeded with a public tender for these goods on SEAO on May 8, 2023, and the lowest bidder, Dubord & Rainville Inc. was found to be in conformity with the tender specifications;

**WHEREAS** Nutrition & Food Services is now requesting that Dubord & Rainville Inc. be awarded the contract for a one (1) year period with the option to renew the contract for one (1) additional year for a lump sum amount of \$5,998,681.23 (taxes excluded), and \$6,896,983.74 (taxes included) for the EMSB, LBPSB and CSSPI;

**WHEREAS** as per art 15 of the of the Regulation respecting certain supply contracts of public bodies, a public body may negotiate the price submitted if only one (1) supplier submitted a compliant tender, the supplier agreed to a new price and it is the only change made to the conditions set out in the tender documents or to the tender in the course of the negotiation. Dubord & Rainville Inc. agreed to a 0.5% discount off their total bid since they were the sole bidder, which represents a cost savings of \$29,993.41 over the two (2) year period;

IT WAS MOVED BY MR. PIETRO MERCURI AND UNANIMOUSLY RESOLVED THAT Dubord & Rainville Inc. be awarded the contract for a one (1) year period with the option to renew the contract for one (1) additional year for a lump sum amount of \$5,998,681.23 (taxes excluded), and \$6,896,983.74 (taxes included) for the English Montreal School Board (EMSB), Lester B. Pearson School Board (LBPSB) and Centre de services scolaire de la Pointe-de-l'Île (CSSPI);

IT WAS FURTHER UNANIMOUSLY RESOLVED THAT the Director General or an Assistant Director General be authorized to sign the pertinent documents on behalf of the Board.

Vote: 6-0-0, Adopted

Resolution #E23-06-20-6.2

### 7. Awarding of Construction Contracts

#### 7.1 P-1915 – Royal Vale – Renovation of 3 New Classrooms and Other Works

**WHEREAS** the Material Resource Department proceeded with a public call to tender at Royal Vale – Renovation of 3 New Classrooms and other works (Aménagement de 3 salles de classe et autres travaux de renovation);

**WHEREAS** the tender was closed on May 23rd, 2023 the Material Resources Department has received three (3) electronic bids and one (1) sealed bid on the closing date, and the bids received were opened at the appointed time;

**WHEREAS** the timeline to complete the job is no later than August 22, 2023;

**WHEREAS** the lowest bidder was found to conform with the conditions stipulated in the tender documents;

**WHEREAS** the architect had analyzed the bids and recommended that the contract be awarded to the lowest conforming bidder;

**WHEREAS** pursuant to Article 115 of By-Law No. 10 of the English Montreal School Board, the awarding of a construction contract over \$2,000,000 is subject to the approval of the Executive;

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IT WAS MOVED BY MR. AGOSTINO CANNAVINO AND UNANIMOUSLY RESOLVED THAT the contract for the Renovation of 3 New Classrooms and other works be awarded to Construction L. Morin Inc. in the amount of \$2,172,103.00 before taxes and (\$2,497,375.42 with taxes);

IT WAS FURTHER UNANIMOUSLY RESOLVED THAT the Director General or an Assistant Director General be authorized to sign the pertinent documents on behalf of the Board.

Vote: 6-0-0, Adopted

Resolution #E23-06-20-7.1

### 7.2 P-2105 – Our Lady of Pompei – Major Building Renovation Project

**WHEREAS** the Material Resource Department proceeded with a public call to tender at Our Lady of Pompei Elementary School – Major Building Renovation Project;

**WHEREAS** the tender was closed on May 16th, 2023 the Material Resources Department has received six (6) electronic bids, and the bids received were opened at the appointed time;

**WHEREAS** the timeline to complete the job is no later than August 27, 2024;

**WHEREAS** the lowest bidder was found conform with the conditions stipulated in the tender documents;

**WHEREAS** the architect had analyzed the bids and recommended that the contract be awarded to the lowest conforming bidder;

**WHEREAS** pursuant to Article 115 of By-Law No. 10 of the English Montreal School Board, the awarding of a construction contract over \$2,000,000 is subject to the approval of the Executive;

IT WAS MOVED BY MR. JAMES KROMIDA AND UNANIMOUSLY RESOLVED THAT the contract for the Major Building Renovation Project be awarded to Media Construction, in the amount of \$3,839,000.00 before taxes and (\$4,413,890.25 with taxes);

IT WAS FURTHER UNANIMOUSLY RESOLVED THAT the Director General or an Assistant Director General be authorized to sign the pertinent documents on behalf of the Board.

Vote: 6-0-0, Adopted

Resolution #E23-06-20-7.2

### 7.3 P-2026 – Merton – Major Renovation Project

**WHEREAS** the Material Resource Department proceeded with a public call to tender at Merton Elementary School for a Major Renovation Project;

**WHEREAS** the tender was closed on June 13th, 2023 the Material Resources Department has received two (2) electronic bids on the closing date, and the bids received were opened at the appointed time;

**WHEREAS** the timeline to complete the job is no later than August 30, 2024;

**WHEREAS** the lowest bidder was found to conform with the conditions stipulated in the tender documents;

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**WHEREAS** the architect had analyzed the bids and recommended that the contract be awarded to the lowest conforming bidder;

**WHEREAS** pursuant to Article 115 of By-Law No. 10 of the English Montreal School Board, the awarding of a construction contract over \$2,000,000 is subject to the approval of the Executive;

IT WAS MOVED BY MR. PIETRO MERCURI AND UNANIMOUSLY RESOLVED THAT the contract for the Major Renovation Project be awarded to Hulix Construction (9160-5188 Quebec Inc.) in the amount of \$4,770,000.00 before taxes and (\$ 5,484,307.50 with taxes);

IT WAS FURTHER RESOLVED THAT the Director General or an Assistant Director General be authorized to sign the pertinent documents on behalf of the Board.

Vote: 6-0-0, Adopted

Resolution #E23-06-20-7.3

7.4 PS22-0203 – Open Contract (Contrat à exécution sur demande) for Inspection, Maintenance and Repairs of HVAC Systems

**WHEREAS** the English Montreal School Board (EMSB) needs to conclude an open contract (Contrat à exécution sur demande) for inspection, maintenance, and repairs of HVAC systems in all its buildings;

**WHEREAS** as per art 19 of the Regulation respecting construction contracts of public bodies, a public body may enter into an open contract (Contrat à exécution sur demande) with one contractor or more when the procurement requirements are recurrent and the monetary value of the construction work, the rate or frequency are uncertain;

**WHEREAS** Material Resources proceeded with a public call for tender on May 01, 2023 in accordance with the regulations respecting construction contracts by public bodies;

**WHEREAS** the lowest compliant bidders per lot as hereunder for a total lump sum amount of \$2,241,734.13 (taxes excluded) and \$2,577,433.82 (all taxes included) for the 10 lots;

<b>Lowest Compliant Bidder per lot</b>	<b>Total Value of Bid (taxes excl.)</b>
Névé Réfrigération Inc.	Lot 1: \$ 454,530.00 Lot 2: \$ 463,989.00
Tecksol DGE Inc.	Lot 3: \$ 516,414.99
Ventilation G.R. Inc.	Lot 4: \$ 300,039.00 Lot 5: \$ 134,277.00
Capt-Air Inc.	Lot 6: \$ 197,929.14
Direct Contrôle Inc.	Lot 7: \$ 58,578.00 Lot 8: \$ 48,633.00 Lot 9: \$ 41,514.00
Ventilation G.R. Inc.	Lot 10: \$ 25,830.00
Total	\$ 2,241,734.13

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**WHEREAS** the work performed by HVAC contractors greater than \$2,000,000 requires approval by the Executive Committee as per By-Law 10 Article 115;

IT WAS MOVED BY MR. JAMES KROMIDA AND UNANIMOUSLY RESOLVED that the open contract (Contrat à exécution sur demande) for general contracting work be awarded to the lowest compliant bidders per lot as follows:

- **Lots 1 and 2:** Névé Réfrigération Inc.
- **Lot 3:** TECKSOL DGE Inc.
- **Lots 4 and 5:** Ventilation G.R. Inc.
- **Lot 6:** CAPT-AIR Inc.
- **Lots 7, 8 and 9:** Direct Contrôle Inc.
- **Lot 10:** Ventilation G.R. Inc.

The contracts are for a one year period with a possible option to extend the contracts for two additional years, one year each, for a total lump sum amount of \$2,241,734.13 (taxes excluded for three years) and \$2,577,433.82 (taxes included for three years);

IT WAS FURTHER UNANIMOUSLY RESOLVED THAT the Director General or an Assistant Director General be authorized to sign the pertinent documents on behalf of the Board.

Vote: 6-0-0, Adopted

Resolution #E23-06-20-7.4

### 7.5 PS23-0412 – Open Contract (Contrat à exécution sur demande) for General Contractors

**WHEREAS** the English Montreal School Board (EMSB) needs to conclude an open contract (Contrat à exécution sur demande) for general contracting work in all its buildings.

**WHEREAS** as per art 19 of the Regulation respecting construction contracts of public bodies, a public body may enter into an open contract (Contrat à exécution sur demande) with one contractor or more when the procurement requirements are recurrent and the monetary value of the construction work, the rate or frequency are uncertain;

**WHEREAS** Material Resources proceeded with a public call for tender for these on May 03, 2023 in accordance with the regulations respecting construction contracts by public bodies;

**WHEREAS** Ronald Grenier Construction Limitée, Construction Billy Charbonneau Inc., Les Constructions Serbec Inc. are the lowest compliant bidders, for a lump sum amount of \$4,984,687.50 (taxes excluded) and \$5,731,144.45 (all taxes included);

**WHEREAS** as per art 20.1 of the Regulation respecting construction contracts by public bodies, when a contract is entered into with several contractors, the performance requests are made to the contractor who submitted the lowest price, unless the contractor cannot perform the contract, in which case the other contractors are solicited according to their respective rank;

**WHEREAS** the work performed by general contractors greater than \$2,000,000 requires approval by the Executive Committee as per By-Law 10 Article 115;



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	<p>IT WAS MOVED BY MR. JAMES KROMIDA AND UNANIMOUSLY RESOLVED that the open contract (Contrat à exécution sur demande) for general contracting work be awarded to the three lowest compliant bidders in compliance with their respective ranks: 1) Ronald Grenier Construction Limitée, 2) Construction Billy Charbonneau Inc. 3) Les Constructions Serbec Inc. The contract is for a one year period with a possible option to extend the contract for two additional years, one year each, for a lump sum amount of \$4,984,687.50 (taxes excluded for three years) and \$5,731,144.45 (taxes included for three years);</p> <p>IT WAS FURTHER UNANIMOUSLY RESOLVED THAT the Director General or an Assistant Director General be authorized to sign the pertinent documents on behalf of the Board.</p> <p>Vote: 6-0-0, Adopted</p> <p style="text-align: right;"><u>Resolution #E23-06-20-7.5</u></p>
	<p>Ms. Corsi joined the meeting in person at 5:50 p.m.</p>
8.	<p><u>QESBA Membership Fees 2023-2024</u></p> <p><b>WHEREAS</b> the Quebec English School Board Association (QESBA) membership fees are payable in two installments: 75% of the annual membership fees, which are based on the September 30th actual student enrolment for the 2022-2023 school year at the rate of \$11.30 per student, and the final membership fees, the balance of 25%, based on the September 30th actual student enrolment for the 2023-2024 school year;</p> <p><b>WHEREAS</b> the QESBA Board of Directors met on May 17, 2023 to approve the budget for the 2023-2024 school year;</p> <p><b>WHEREAS</b> the membership fees are due no later than July 31, 2023 for the first installment;</p> <p>IT WAS MOVED BY MR. PIETRO MERCURI AND UNANIMOUSLY RESOLVED THAT the English Montreal School Board (EMSB) Council of Commissioners approve the \$11.30 per student for the Quebec English School Board Association (QESBA) membership fee for the 2023-2024 QESBA financial year, which begins on July 1st;</p> <p>IT WAS FURTHER UNANIMOUSLY RESOLVED THAT the EMSB Council of Commissioners authorize the disbursement of the QESBA 2023-2024 membership fees.</p> <p>Vote: 5-0-1, Adopted (Mr. A. Cannavino abstained)</p> <p style="text-align: right;"><u>Resolution #E23-06-20-8</u></p>
9.	<p><u>Other Business</u></p> <p>None.</p>

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10. Adjournment

IT WAS MOVED BY MR. AGOSTINO CANNAVINO AND UNANIMOUSLY RESOLVED to adjourn the meeting at 5:51 p.m.

Vote: 6-0-0, Adopted

Resolution #E23-06-20-10

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Me. Joe Ortona, Chair

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Me Nathalie Lauzière, Secretary General