

Minutes of Executive Committee



Commission scolaire English-Montréal
English Montreal School Board

Meeting	Regular Executive Committee Meeting		
Date	May 28, 2024	Time	5:53 p.m.
Meeting Room	Laurence Patterson Room	Meeting Duration	8 minutes
Meeting Chair	Joe Ortona	Report Author	Me Nathalie Lauzière

Commissioners			
Members	Quorum: 4	Non-Members	
Joe Ortona, Chair	X		
Mario Bentreovato, Vice-Chair – via TEAMS	X		
Agostino Cannavino	X		
Maria Corsi	X		
Ellie Israel			
James Kromida (Regrets)			
Pietro Mercuri	X		

Administrators			
Nicholas Katalifos	X	Angela Spagnolo	X
Pelagia Nickoletopoulos		Mario Cardin	X
Me Jack H. Chadirdjian	X	Philip Verdi	X
Me Nathalie Lauzière	X	Nasreddine Slimi	X
Brigida Sellato	X	Ann Watson	X

Minutes of Executive Committee

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: 5-0-0, Adopted</p> <p style="text-align: right;"><u>Resolution #E24-05-28-1</u></p>																
2.	<p><u>Adoption of Minutes</u></p> <p><u>2.1 Regular Executive Committee Meeting held on April 30, 2024</u></p> <p>IT WAS MOVED BY MR. PIETRO MERCURI AND UNANIMOUSLY RESOLVED THAT the Minutes of the Regular Executive Committee meeting held on April 30, 2024, be approved as presented.</p> <p>Vote: 5-0-0, Adopted</p> <p style="text-align: right;"><u>Resolution #E24-05-28-2.1</u></p>																
3.	<p><u>Business Arising Out of Minutes</u></p> <p>None.</p>																
4.	<p><u>CGTSIM – Group Purchasing Program for Tenders from March 1, 2025 to November 30, 2026</u></p> <p>WHEREAS the Comité de gestion de la taxe scolaire de l’île de Montréal (CGTSIM) has invited school boards to indicate whether they wish to participate in the Group Purchasing Program for Tenders that will be issued from March 1, 2025, to November 30, 2026;</p> <p>WHEREAS School Boards are required to indicate the specific product groups that they wish to participate in;</p> <p>IT WAS MOVED BY MR. PIETRO MERCURI AND UNANIMOUSLY RESOLVED THAT the English Montreal School Board participates in the Comité de gestion de la taxe scolaire de l’île de Montréal Group Purchasing Program for Tenders that will be issued from March 1, 2025 to November 30, 2026 for the following product groups along with the proposed timelines.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tbody> <tr> <td rowspan="8" style="width: 50%; vertical-align: top;">March 1, 2025 to February 28, 2026</td> <td>Hand Towels & Toilet Paper</td> </tr> <tr> <td>Garbage Bags</td> </tr> <tr> <td>Lighting Products</td> </tr> <tr> <td>Chemical & Sanitary Products</td> </tr> <tr> <td>Air Filters</td> </tr> <tr> <td>Sporting Goods & Equipment</td> </tr> <tr> <td>School Lockers</td> </tr> <tr> <td>Work Uniforms & Safety Shoes</td> </tr> <tr> <td>Winter Carpets</td> </tr> <tr> <td>October 1, 2025 to September 30, 2026</td> <td>Travel Agencies</td> </tr> <tr> <td rowspan="3" style="vertical-align: top;">December 1, 2025 to November 30, 2026</td> <td>Toners & Cartridges</td> </tr> <tr> <td>Plastic Arts Supplies</td> </tr> <tr> <td>Educational & Social Games Supplies</td> </tr> </tbody> </table>	March 1, 2025 to February 28, 2026	Hand Towels & Toilet Paper	Garbage Bags	Lighting Products	Chemical & Sanitary Products	Air Filters	Sporting Goods & Equipment	School Lockers	Work Uniforms & Safety Shoes	Winter Carpets	October 1, 2025 to September 30, 2026	Travel Agencies	December 1, 2025 to November 30, 2026	Toners & Cartridges	Plastic Arts Supplies	Educational & Social Games Supplies
March 1, 2025 to February 28, 2026	Hand Towels & Toilet Paper																
	Garbage Bags																
	Lighting Products																
	Chemical & Sanitary Products																
	Air Filters																
	Sporting Goods & Equipment																
	School Lockers																
	Work Uniforms & Safety Shoes																
Winter Carpets																	
October 1, 2025 to September 30, 2026	Travel Agencies																
December 1, 2025 to November 30, 2026	Toners & Cartridges																
	Plastic Arts Supplies																
	Educational & Social Games Supplies																

Minutes of Executive Committee

	<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: 5-0-0, Adopted</p> <p style="text-align: right;"><u>Resolution #E24-05-28-4</u></p>
5.	<p><u>Group Purchasing – Centre d’acquisitions gouvernementales – Tender 2024-7520-80 – Acquisition et renouvellement de licences Microsoft pour l’éducation</u></p> <p>WHEREAS the Centre d’acquisitions gouvernementales (CAG) will be conducting public tender no. 2024-7520-80 to acquire Microsoft Licenses for Education;</p> <p>WHEREAS the English Montreal School Board wishes to participate in this call for tenders to award a contract for a period of 12 months, from June 1, 2024, to May 31, 2025;</p> <p>WHEREAS it is estimated that the annual purchase cost of EMSB’s Microsoft Licensing is \$947,186.00 (including taxes);</p> <p>WHEREAS Procurement Services was consulted;</p> <p>WHEREAS a resolution from the Executive committee is required to authorize the School Board to join a group purchasing tender;</p> <p>WHEREAS the CAG invited the organization to send in its mandate by May 3, 2024;</p> <p>WHEREAS Council of Commissioners delegates its powers to the Director General as per section 13 of By-Law 10, to take any measure requiring immediate action, including continued functioning of the School Board's establishments when the urgency of the situation or the real impossibility of acting justifies it in the circumstances;</p> <p>WHEREAS IT Services submitted the mandate to the approval of the Director General to respect the deadline of May 3, 2024;</p> <p>WHEREAS Procurement Services sent the acceptance to participate to the mandate with a MENTION specifying that the mandate is conditional on obtaining the authorization from the Executive Committee of the EMSB;</p> <p>WHEREAS the CAG requires that participating organizations submit confirmation of final acceptance to participate in the mandate during the tender period, i.e. in May 2024;</p> <p>IT WAS MOVED BY MS. MARIA CORSI AND UNANIMOUSLY RESOLVED THAT the English Montreal School Board participates in the Centre d’acquisitions gouvernementales Tender no. 2024-7520-80 to acquire Microsoft Licenses for Education.</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: 5-0-0, Adopted</p> <p style="text-align: right;"><u>Resolution #E24-05-28-5</u></p>

Minutes of Executive Committee

6. Awarding of Service Contract – PS24-0204 – Board-Wide Lawn Maintenance Services

WHEREAS the English Montreal School Board (EMSB) is responsible for the maintenance and upkeep of its lawns at schools and centres;

WHEREAS the EMSB requires the acquisition of external landscaping services to provide the maintenance and upkeep of its lawns at schools and centres;

WHEREAS Procurement Services proceeded to place a public call for tender for these services on the SEAO (Système électronique d'appels d'offres) on March 21, 2024;

WHEREAS fourteen (14) firms proposed to provide landscaping services for the five (5) sectors, as set forth in tender PS24-0204, for a lump sum amount of \$89,100 (taxes excluded) per year and \$102,442.73 (all taxes included) per year;

WHEREAS the acquisition of services greater than \$250,000 requires approval by the Executive Committee as per Section 114.1 of EMSB Delegation of Powers (By-Law 10);

WHEREAS Administration recommends that service contracts be awarded to the lowest compliant bidder by sector as outlined in the table below;

Sector	Supplier	Cost/year (excl. taxes)	Cost/3 years (excl. taxes)
1	Planète 4 saisons inc.	\$18,400	\$55,200
2	Planète 4 saisons inc.	\$19,500	\$58,500
3	Pavé Uni Anthony Côté inc.	\$14,600	\$43,800
4	Pavé Uni Anthony Côté inc.	\$19,600	\$58,800
5	Planète 4 saisons inc.	\$17,000	\$51,000
Total Expenditure:		\$89,100	\$267,300

IT WAS MOVED BY MR. PIETRO MERCURI AND UNANIMOUSLY RESOLVED THAT the service contract for the Lawn Maintenance be awarded to the lowest compliant bidder by sector as per the table above, for a one year period with a possible option to extend the contract for two (2) additional periods of one (1) year each, for a lump sum amount of \$267,300 (excluding taxes) and \$307,328.18 (all taxes included).

Vote: 5-0-0, Adopted

Resolution #E24-05-28-6

7. Awarding of Construction Contracts

7.1 P-2301-EG – St. Pius X Career Centre – Addition of Two New Vocational Training Kitchens Project

WHEREAS the Material Resource Department proceeded with a public call to tender at St. Pius X Career Centre;

WHEREAS the tender was closed on April 30, 2024, and the Material Resources Department has received seven (7) 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 June 30, 2025;

WHEREAS the project will be funded as per the information provided at the meeting;

Minutes of Executive Committee

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

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

WHEREAS pursuant to By-Law No. 10 delegation of powers, Article 115, the awarding of a construction contract involving an expenditure of \$2,000,000 and more is subject to the approval of the Executive Committee;

IT WAS MOVED BY MR. PIETRO MERCURI AND UNANIMOUSLY RESOLVED THAT the contract for addition of two new vocational training kitchens Project in the St. Pius X Career Centre be awarded to *Construction Genfor Ltée*, the lowest conforming bidder in the amount of \$6,115,000.00 before taxes and (\$7,030,721.25 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: 5-0-0, Adopted

Resolution #E24-05-28-7.1

7.2 P-2211-EG – Dunrae Gardens Elementary School – Major Renovation Project

WHEREAS the Material Resource Department proceeded with a public call to tender at Dunrae Gardens Elementary School – Major Renovation Project;

WHEREAS the tender was closed on May 9, 2024, and the Material Resources Department has received six (6) 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 27, 2025;

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

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

WHEREAS pursuant to By-Law No. 10 delegation of powers, Article 115, the awarding of a construction contract involving an expenditure of \$2,000,000 and more is subject to the approval of the Executive Committee;

IT WAS MOVED BY MS. MARIA CORSI AND UNANIMOUSLY RESOLVED THAT the contract for the Major Renovation Project in the Dunrae Gardens Elementary School be awarded to *MGB Associés Inc.*, the lowest conforming bidder in the amount of \$ 3,328,777.00 before taxes and (\$3,827,261.36 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: 5-0-0, Adopted

Resolution #E24-05-28-7.2

Minutes of Executive Committee

7.3 P-1852-EG – Honoré Mercier Elementary School – Replacement of the Roof, Heating System and Electrical Panels

WHEREAS the Material Resource Department proceeded with a public call to tender at Honoré Mercier Elementary School – Replacement of the Roof, Heating System and Electrical Panels;

WHEREAS the tender was closed on May 23rd, 2024, and 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 July 11th, 2025;

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

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

WHEREAS pursuant to By-Law No. 10 delegation of powers, Article 115, the awarding of a construction contract involving an expenditure of \$2,000,000 and more is subject to the approval of the Executive Committee;

IT WAS MOVED BY MS. MARIA CORSI AND UNANIMOUSLY RESOLVED THAT the contract for the Replacement of the Roof, Heating System and Electrical Panels project at Honoré Mercier Elementary School be awarded to *Parfait Électrique Inc.(Proconstruction)*, the lowest conforming bidder in the amount of \$ 2,115,000.00 before taxes and (\$2,431,721.25 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: 5-0-0, Adopted

Resolution #E24-05-28-7.3

8. Other Business

None.

9. Adjournment

IT WAS MOVED BY MR. PIETRO MERCURI AND UNANIMOUSLY RESOLVED to adjourn the meeting at 6:01 p.m.

Vote: 5-0-0, Adopted

Resolution #E24-05-28-9

Mr. Joe Ortona, Chair

Me Nathalie Lauzière, Secretary General