



Report to: General Committee

Report Date: January 4, 2019

SUBJECT: Staff Awarded Contracts for the Months of November and December 2018
PREPARED BY: Alex Moore, Ext. 4711

RECOMMENDATION:

1. THAT the report entitled “Staff Awarded Contracts for the Months of November and December 2018” be received;
2. And that Staff be authorized and directed to do all things necessary to give effect to this resolution

PURPOSE:

To inform Council of Staff Awarded Contracts >\$50,000 for the months of November and December 2018 as per Purchasing By-law 2017-8.

BACKGROUND:

Council at its meeting of March 21, 2017 amended By-Law 2017-8, A By-Law To Establish Procurement, Service and Disposal Regulations and Policies. The Purchasing By-Law delegates authority to staff to award contracts without limits if the award meets the following criteria:

- The Contract Award is to the lowest priced or highest ranked (as applicable), compliant Bidder
- The expenses relating to the goods/ services being procured are included in the budget (Operating/Capital).
- The Contract Award is within the approved budget.
- The term of the Contract is for a maximum of four (4) years.
- There is no litigation between the Successful Bidder and the City at the time of Contract Award.
- There is no disqualified Bidder (which disqualified Bidder is also the lowest priced or highest ranked Bidder (as applicable) pursuant to the Quotation process) at the time of Contract Award.

If one (1) of the above noted criteria is not met then any contract award >\$350,000 requires Council approval.

Where the contract being awarded is a Request for Proposal (RFP) the approval authority limits of staff is up to \$350,000.

BMFT Objective	Description	Award Details	Commission
Engaged, Diverse and Thriving City	203-Q-18 Supply and Install Shinrin Yoku Interpretive Trail Signage at Four (4) Parks	Lowest Priced Bidder	C&FS

BMFT Objective	Description	Award Details	Commission
Safe & Sustainable Community	050-T-18 Rehabilitation of Streetlighting System (2018)	Lowest Priced Bidder	C&FS
Safe & Sustainable Community	104-T-18 Angus Glen Community Centre Building Automation System	Lowest Priced Bidder	C&FS
Safe & Sustainable Community	197-Q-18 Supply, Delivery and Rental of Propane Cylinders	Lowest Priced Bidder	C&FS
Safe & Sustainable Community	167-Q-18 Thornhill Village Library Parking Lot Restoration	Lowest Priced Bidder	CS
Safe & Sustainable Community	130-Q-18 Speed Radar Display Board Deployment	Lowest Priced Bidder	DS
Safe & Sustainable Community	151-T-18 Street, Park and Parking Lot Lighting Maintenance and Locates	Lowest Priced Bidder	C&FS
Safe & Sustainable Community	234-T-18 Security System Upgrades at Flato Markham Theatre	Lowest Priced Bidder	CS
Safe & Sustainable Community	032-R-18 East Don River Tributary Erosion Control Environmental Assessment	Highest Ranked /Lowest Priced Bidder	C&FS
Safe & Sustainable Community	147-R-18 Water Laboratory Sampling Analysis	Highest Ranked /Lowest Priced Bidder	C&FS
Safe & Sustainable Community	137-R-18: Consulting Services for the Completion of Markham's Active Transportation Master Plan	Highest Ranked/ Second Lowest Priced Bidder	DS
Safe & Sustainable Community	174-R-18 - Consulting Engineering Services for the Detailed Design of the John Street Multi-Use Pathway	Highest Ranked/ Second Lowest Priced Bidder	DS
Safe & Sustainable Community	193-T-18 Thornlea Gymnasium HVAC Replacement	Second Lowest Priced Bidder	C&FS

BMFT Objective	Description	Award Details	Commission
Stewardship of Money and Resources	223-R-14 Off-Site Records Storage and Retrieval Services (under York Region Proposal No. P-13-54) – Contract Extension	Lowest Priced Bidder	CS
Stewardship of Money and Resources	215-T-18 Stairs/Retaining Walls Remediation and Regrading Plan at Centennial Park	Lowest Priced Bidder	C&FS
Stewardship of Money and Resources	015-R-13 Demand Response Aggregation Services – Contract Extension	Lowest Priced Bidder	C&FS
Stewardship of Money and Resources	005-S-18 Supply and Delivery of one (1) Dual Stream Haul-All Vehicle	Non-Competitive Bidder	C&FS

BMFT Objective	Description	Award Details	Commission
Exceptional Services by Exceptional People	177-Q-18 Coil Replacement for Air-handling unit at 8100 Warden Ave.	Lowest Priced Bidder	CS

2019-01-15

X 

Joel Lustig
Treasurer
Signed by: cxa

2019-01-15

X 

Trinela Cane
Commissioner, Corporate Services
Signed by: cxa



STAFF AWARD REPORT

To:	Morgan Jones, Director, Operations
Re:	203-Q-18 Supply and Install Shinrin Yoku Interpretive Trail Signage at Four (4) Parks
Date:	December 11, 2018
Prepared by:	Tanya Lewinberg, Public Realm Coordinator, Ext. 2700 Melita Lee, Senior Buyer, Ext. 2239

PURPOSE/BACKGROUND

To obtain approval to award the contract for the supply and installation of Shinrin Yoku Interpretive trail signage at four (4) parks (Pomona Mills Park, Toogood Pond Park, Rouge River Community Centre/Rouge Valley Park and Springdale Park & Valley).

The project will be completed by May 2019.

RECOMMENDATION

Recommended Bidder	Forward Signs Inc. (Lowest Priced Bidder)	
Current Budget Available	\$606,291.47	700-101-5399-16170 Growth Related Park Improvements
Less cost of award	\$51,282.97	
Budget Remaining after this award	\$555,008.50	*

* The remaining budget in the amount of \$555,008.50 will be retained in the Growth Related Park Improvements project account for use towards future projects.

BID INFORMATION

Bid closed on	November 26, 2018
Number picking up bid document	12
Number responding to bid	9

PRICE SUMMARY

Bidders	Bid Price (Inclusive of HST)
Forward Signs Inc.	\$51,282.97
Flydragon Services Inc. DBA Signarama Markham	\$59,660.63
Page Graphics	\$61,859.90
1601666 Ontario Inc. o/a Signarama Peterborough	\$63,377.84
Wilcox Sign Company Inc.	\$66,113.47
Pine Valley Corporation	\$84,302.05
Everest Signs	\$94,128.00
Hawkins Contracting Services Limited	\$94,559.46
Pacific Sign Group Inc. dba Knight Signs	\$120,736.20

OPERATING BUDGET AND LIFE CYCLE IMPACT

The trail signage will be included at the next update of the Life Cycle Reserve Study. The signage has an expected useful life of ten years. There is no incremental impact to the operating budget.

ENVIRONMENTAL CONSIDERATIONS

N/A



STAFF AWARD REPORT

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To:	Brenda Librecz, Commissioner, Community & Fire Services
Re:	050-T-18 Rehabilitation of Streetlighting System
Date:	October 18, 2018
Prepared by:	Prathapan Kumar, Senior Manager, ES - Infrastructure, Ext. 2989 Flora Chan, Senior Buyer, Ext. 3189

PURPOSE/BACKGROUND

To obtain approval to award the contract for the rehabilitation of the existing streetlighting systems and to install new streetlights. The award consists of two components:

Streetlighting Upgrades (#18271 - Miscellaneous)

This program is to install new streetlights and upgrade existing streetlights.

- supply and installation of 13 new streetlight poles with LED luminaires; and
- relocation of 2 existing streetlight poles to improve the lighting levels at various locations.

Streetlight Pole Replacement and Rehabilitation (#18272)

- Straightening of 13 poles and replacement of 21 existing poles

It is anticipated the project will be completed by June 2019.

RECOMMENDATION

Recommended Bidder	Aline Utility Limited (Lowest Priced Bidder)	
Current Budget Available	\$152,600.00 <u>\$119,400.00</u> \$272,000.00	058-5350-18271-005 Streetlighting - Miscellaneous 058-6150-18272-005 Streetlights - Pole Replacement Total Budget Available
Less cost of award	\$211,304.64 <u>\$ 21,130.46</u> \$232,435.10	Inclusive of HST Contingency @ 10.0% Total Cost of Award
Budget Remaining after this award	\$ 39,564.90	*

The remaining balance of \$14,297.54 in project #18271 and \$25,267.36 in project #18272 will be returned to the original funding source.

BID INFORMATION

Bid closed on	October 12, 2018
Number picking up document	11
Number responding to bid	8

PRICE SUMMARY

Bidders	Bid Price*
Aline Utility Limited	\$211,304.64
Langley Utilities Contracting Ltd.	\$214,067.81
All Trade Industrial Contractors Inc.	\$231,823.22
E.C. Power & Lighting Ltd.	\$250,268.35
Dundas Power Line Ltd.	\$253,051.68
Fellmore Electrical Contractors Ltd.	\$306,260.55
TM3 Inc.	\$441,853.66
Beacon Utility Contractors Limited	\$545,992.00

The following table summarizes the financial details of this award:

Account Name	Account #	Original Budget	Budget Available for this item	Cost of this Award	Contingency 10%	Budget Remaining
Streetlighting - Miscellaneous	058-5350-18271-005	\$152,600.00	\$152,600.00	\$125,729.51	\$12,572.95	\$14,297.54
Streetlights Pole Replacement	058-6150-18272-005	\$119,400.00	\$119,400.00	\$ 85,575.13	\$ 8,557.51	\$25,267.36
Total		\$272,00.00	\$272,000.00	\$211,304.64	\$21,130.46	\$39,564.90*

* The remaining balance of \$14,297.54 in project #18271 and \$25,267.36 in project #18272 will be returned to the original funding source.

OPERATING BUDGET AND LIFE CYCLE IMPACT

The incremental annual operating impact is \$1,976. This consists of \$1,326 (13 new streetlight x \$102/ hydro per streetlight) for streetlight energy and \$650 for streetlight maintenance (13 new streetlights x \$50 maintenance per pole).

Lifecycle – streetlights have a lifecycle of 60 years and will have no immediate impact to the Life Cycle Reserve Study in the next 25 years.

ENVIRONMENTAL CONSIDERATIONS

Concrete poles identified for removal will be recycled at an approved recycling facility. Additionally, the new lights will be upgraded to LED lighting which are more energy efficient and consume less power.



STAFF AWARD REPORT

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To:	Andy Taylor, Chief Administrative Officer
Re:	104-T-18 Angus Glen Community Centre Building Automation System
Date:	November 7, 2018
Prepared by:	Chris Gucciardi, Supervisor, Community Facility, Ext. 3317 Amanda Martin, Energy Management Coordinator, Ext. 2956 Darius Chung, Senior Buyer, Ext. 2025

PURPOSE/BACKGROUND

To award the contract for installation of a Building Automation System (BAS) with Direct Digital Control (DDC) at the Angus Glen Community Centre.

The scope of work includes: labour, materials, hardware and software, product licenses, and equipment to install, test, optimize, and commission a fully functional BAS with DDC for the building systems at Angus Glen Community Centre. In addition, the Contractor will also 1) integrate the planned Combined Heat and Power ("CHP") system's monitoring and controls to the BAS, and 2) complete an energy investigation including a Measurement and Verification ("M&V") plan equipped with metering and software that will be capable of monitoring and identifying data points for energy and cost savings.

It is anticipated the project will be completed by December 2019.

RECOMMENDATION

Recommended Bidder	Siemens Canada Limited. (Lowest Priced Bidder)	
Current Budget Available	\$416,291.68 \$ 8,470.50 <u>\$ 23,624.60</u> \$448,386.78	070-6150-18120-005 (Angus Glen BAS) 043-5350-18083-005 (CHP Integration) 270-998-9385 (Energy Investigation and M&V) Total Budget Available
Less cost of award	\$415,606.16 \$ 8,470.50 <u>\$ 23,624.60</u> \$447,701.26	Inclusive of HST* Inclusive of HST Inclusive of HST Total Cost of Award
Budget Remaining after this award	\$ 685.52	*

*The balance of \$685.52 will be returned to the original funding source upon completion of the project.

OPTIONS/DISCUSSIONS

As part of the corporate energy standard, two recognized BAS platforms were selected based on compatibility, operational efficiency, upgrade potential, and user experience. The two approved platforms are:

- Siemens Building Technologies
- Delta Controls

BID INFORMATION

Bids closed on	October 2, 2018
Number picking up bid documents	6
Number responding to bid	3

PRICE SUMMARY (Inclusive of HST)

Bidders	Bid Price (Inclusive of HST)	Provisional Items (Inclusive of HST)*	Total Bid Price (Inclusive of HST)
Siemens Canada Limited.	\$415,606.16	\$32,095.10	\$447,701.26
Viridian Automation Inc.	\$433,497.60	\$16,281.60	\$449,779.20
ESC Automation Inc.	\$562,936.32	\$57,809.86	\$620,746.18

*Integration of the CHP and M&V reduces wasted energy by using a heat engine to generate electricity and useful heat simultaneously from a common fuel source. It also allows for trend and data logging, mandatory for M&V purposes to qualify for incentives. While all thermal power plants produce heat as a by-product, the CHP system reclaims waste heat and reuses it in the facility rather than releasing it into the environment.

PRICE SUMMARY (Continued)

Staff recommends awarding the provisional items as by doing so, we anticipate yields of over 80% more efficiency which results in immediate energy cost savings. Furthermore, implementation at a later date would result in higher overall costs due to re-mobilization of labour and materials. Siemens Canada Limited is the sole provider of their BAS with proprietary software that cannot be installed by another provider.

OPERATING BUDGET AND LIFE CYCLE IMPACT

Replacement of the Angus Glen BAS system will result in estimated annual hydro savings of \$30,000. The annualized savings will be realized in 2020. The savings will be included in the 2020 operating budget. There will be a one-time utility incentive of approximately \$5,000 through Alectra's save-on-energy program.

The incremental life cycle impact will be determined upon contract award of the construction and installation of the CHP System.

ENVIRONMENTAL CONSIDERATIONS

CHP and M&V is a large, cost-effective energy-reduction opportunity that improves building performance and contributes to greenhouse gas reductions, supporting the City's goal of Net Zero emissions by 2050.

The new CHP is projected to achieve lower utility costs and will also extend the life of the current heating system equipment due to reduced use.



STAFF AWARD REPORT

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To:	Mary Creighton, Director, Recreation Services
Re:	197-Q-18 Supply, Delivery and Rental of Propane Cylinders
Date:	October 10, 2018
Prepared by:	Adriano Trabucco, Supervisor, Community Facility, Ext. 4544 Darius Chung, Senior Buyer, Ext. 2025

PURPOSE/BACKGROUND

To obtain approval to award the contract for the supply and delivery of propane and rental propane cylinders for various City facilities. The contract will be for one (1) year with the option to extend for two (2) additional one year periods at the same itemized pricing.

RECOMMENDATION

Recommended Bidder	Parkland Fuel Corporation (Lowest Priced Bidder)	
Original Budget and Account #	\$33,043.00	Various Operating Accounts (Propane Services)
Current Budget Available	\$ 5,759.00	Budget allocated for this award
Less cost of award	\$ 2,473.12 \$29,677.49 \$29,677.49 <u>\$27,204.37</u> \$89,032.47	December 1, 2018 - December 31, 2018 Inclusive of HST January 1, 2019 - December 31, 2019* Inclusive of HST January 1, 2020 - December 31, 2020* Inclusive of HST January 1, 2021 –November 30, 2021* Inclusive of HST Total Cost of Award
Budget Remaining after this award	\$ 3,285.88	

*Subject to Council approval of 2019-2021 Operating Budget.

BID INFORMATION

Bids closed on	September 28, 2018
Number picking up bid documents	4
Number responding to bid	4

PRICE SUMMARY

Bidders	Bid Price (Inclusive of HST)
Parkland Fuel Corporation	\$29,677.49*
Superior Propane, division of Superior Plus LP	\$30,322.44
Air Liquide Inc.	\$47,853.66
Super Save Group of Companies	\$47,947.62

*In comparison to the previous contract, the unit prices remain consistent with 2015-2018 prices.

Financial impact by facility and account numbers:

Facility	Account #	# of 33lb propane cylinder	Unit Price of Cylinder Rental	Est. Qty of 33lb propane cylinder per Year*	Unit Price of 33lb Propane	Est. Qty of 100lb propane cylinder	Unit Price of Cylinder Rental	Est. Qty of 100lb propane cylinder per Year	Unit Price of 100lb Propane	Total Price per year (Pre-tax)	Total Price per year (with HST Impact)
Thornhill Community Centre	501 921 430	18	\$24.00	337	\$14.70	0	\$120.00	0	\$40.50	\$ 5,385.90	\$5,480.69
R.J. Clatworthy Arena,	501 922 430	8	\$24.00	115	\$14.70	0	\$120.00	0	\$40.50	\$ 1,882.50	\$1,915.63
Milliken Mills Community Centre	502 921 430	8	\$24.00	130	\$14.70	0	\$120.00	0	\$40.50	\$ 2,103.00	\$2,140.01
Crosby Memorial Community Centre	502 922 430	8	\$24.00	170	\$14.70	0	\$120.00	0	\$40.50	\$ 2,691.00	\$2,738.36
Centennial Community Centre	503 921 430	8	\$24.00	259	\$14.70	0	\$120.00	0	\$40.50	\$ 3,999.30	\$4,069.69
Mount Joy Community Centre	503 922 430	8	\$24.00	149	\$14.70	0	\$120.00	0	\$40.50	\$ 2,382.30	\$2,424.23
Markham Village Community Centre	503 923 430	8	\$24.00	149	\$14.70	0	\$120.00	0	\$40.50	\$ 2,382.30	\$2,424.23
Waterworks	760-998-429	8	\$24.00	12	\$14.70	2	\$120.00	20	\$40.50	\$ 1,418.40	\$1,443.36
Angus Glen Community Centre	504 921 430	18	\$24.00	377	\$14.70	0	\$120.00	0	\$40.50	\$ 5,973.90	\$6,079.04
Civic Centre Ice Rink	504 921 430	10	\$24.00	48	\$14.70	0	\$120.00	0	\$40.50	\$ 945.60	\$962.24
		102		1746		2		20		\$ 29,164.20	\$29,677.49

OPERATING BUDGET AND LIFE CYCLE IMPACT

The favourable variance of \$3,285.88 will be reported as part of the 2018 Operating results and the budget will be adjusted accordingly as part of the 2019 budget process. There is no incremental impact to the Life Cycle Reserve Study.

ENVIRONMENTAL CONSIDERATIONS

N/A



STAFF AWARD REPORT

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To:	Trinela Cane, Commissioner Corporate Services
Re:	167-Q-18 Thornhill Village Library Parking Lot Restoration
Date:	October 22, 2018
Prepared by:	Michael Ryan, Facility Engineer, Asset Management Ext. 2563 Flora Chan, Senior Buyer, Purchasing Ext. 3189

PURPOSE / BACKGROUND

To obtain approval to award the contract for restoration of the parking lot at the Thornhill Village Library located at 10 Colborne Street, Thornhill. Scope of work includes replacement of the existing unit pavers (interlocking) with plain concrete and installation of a drainage system of weeping tile and catch basins to tie into the existing storm water system.

It is anticipated the project will be completed by December 2018. The work will not disrupt normal building operations.

RECOMMENDATION

Recommended Bidder	Patterned Concrete Ontario Inc. (Lowest Priced Bidder)	
Current Budget Available	\$55,000.00	750-101-5399-17182 Library Improvements
Less cost of award	\$65,380.80 <u>\$ 6,538.08</u> \$71,918.88	Inclusive of HST) Contingency @ 10% Total Cost of Award
Budget remaining after this award	(\$16,918.88)	*

*The shortfall of \$16,918.88 will be funded from the non-DC Capital contingency. Note: The price exceeded the initial estimate of \$55,000 due to the addition of catch basins in the final design, which will buffer flow of water to the storm water system.

BID INFORMATION

Bid closed on	October 1, 2018
Number picking up document	13
Number responding to bid	6

PRICE SUMMARY (Inclusive of HST Impact)

Bidders	Bid Price
Patterned Concrete Ontario Inc.	\$ 65,380.80
Sibwest Building Restoration Inc.	\$ 71,805.93
Urgiles Brothers Excavating	\$ 89,100.04
Pine Valley Corporation	\$ 89,955.84
Melrose Paving Co. Ltd.	\$ 91,013.13
2SC Contracting	\$111,325.44

OPERATING BUDGET AND LIFE CYCLE IMPACT

There is no incremental operating budget impact due to this project. There is an incremental impact to the Life Cycle Reserve Study (savings) of \$20K over a 25 year period which will be reflected when the reserve study is updated.

ENVIRONMENTAL CONSIDERATIONS

To reduce the environment impact of the work environmentally friendly products were specified. The Contractor is to use an authorized dump, waste treatment site or recycling facility to dispose of construction debris in accordance with applicable by-laws and regulations.

The estimated greenhouse gas (GHG) emissions from the production of plain concrete for the parking lot restoration is approximately 9.5 tonnes, in comparison to asphalt this is approximately 20% of the total GHG that would be produced.



STAFF AWARD REPORT

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To:	Arvin Prasad, Commissioner, Development Services
Re:	130-Q-18 Speed Radar Display Board Deployment
Date:	October 15, 2018
Prepared by:	Dan Ahir, Engineering Technologist - Transportation, Ext. 2736 Tony Casale, Sr. Construction Buyer, Ext. 3190

PURPOSE / BACKGROUND

To obtain approval to award the contract for the installation, removal & relocation of twenty-four (24) speed display boards and solar panel equipment for one (1) year with an option to renew the contract for three (3) additional years at the same itemized pricing.

The first year of the contract will commence on January 1, 2019 and end on December 31, 2019.

RECOMMENDATION

Recommended Bidder	Kasey Installation & Construction (Lowest Priced Bidder)	
Current Budget Available	\$31,000.00	740-998-5399 Other Contracted Services
Less cost of award	\$28,574.21	2019 Inclusive of HST
	<u>1,428.71</u>	5% Contingency
	\$30,002.92	Total 2019 Award*
	\$28,574.21	2020 Inclusive of HST
	<u>\$ 1,428.71</u>	5% Contingency
	\$30,002.92	Total 2020 Award*
	\$28,574.21	2021 Inclusive of HST
	<u>\$ 1,428.71</u>	5% Contingency
	\$30,002.92	Total 2021 Award*
	\$28,574.21	2022 Inclusive of HST
	<u>\$ 1,428.71</u>	5% Contingency
	\$30,002.92	Total 2022 Award*
	\$120,011.67	Total Cost of Award
Budget Remaining after this award	\$ 997.08	**

* Subject to Council approval of the 2019-2022 operating budgets.

** The remaining budget of \$997.08 will be included as part of the 2018 year-end results of operations.

BID INFORMATION

Bid closed on	October 4, 2018
Number picking up document	13
Number responding to bid	9

PRICE SUMMARY

Bidders	Bid Price (Incl. of HST)
Kasey Installation & Construction	\$ 28,574.21
Maximum Signs	\$ 35,046.14
Langley Utilities	\$ 48,568.83
CSL Group Ltd	\$ 75,098.88
Forward Signs Inc.	\$ 88,286.98
704289 Ontario Limited o/a R.A. Electrical	\$ 99,399.17
Guild Electric	\$100,640.56
Black & McDonald Limited	\$128,348.02
E.C. Power & Lighting	\$320,482.94

*As compared to the previous contract, this contract represents a decrease of 8.95%.

OPERATING BUDGET AND LIFE CYCLE IMPACT

There is no incremental impact to the Life Cycle Reserve Study

ENVIRONMENTAL CONSIDERATIONS

N/A.



STAFF AWARD REPORT

To:	Andy Taylor, Chief Administrative Officer
Re:	151-T-18 Street, Park and Parking Lot Lighting Maintenance and Locates
Date:	November 2, 2018
Prepared by:	Robert Penner, Manager, Utility Inspection & Survey Group Ext. 4550 Darius Chung, Senior Buyer, Ext. 2025

PURPOSE/BACKGROUND

To obtain approval to award the contract for routine and emergency maintenance of the City lighting system including streets and traffic, walkways, parks, transit ways, parking lots, and City property.

The term of the contract is for one year commencing on January 1, 2019 with the option to renew for two, one year periods ending on December 31, 2021. Pricing shall remain firm for the first year and subject to an annual cost adjustment per Consumer Price Index (CPI) January to January not to exceed 2.3% in years two and three.

RECOMMENDATION

Recommended Bidder	Langley Utilities Contracting Ltd. (Lowest Priced Bidder)	
Current Budget Available	\$1,435,067.00	Various – see table under Financial Considerations
Less cost of award	\$1,377,915.13 \$1,410,985.09 <u>\$1,444,848.74</u> \$4,233,748.96	Year 1 – January 2019 – December 2019* Inclusive of HST Year 2 – January 2020 – December 2020* Inclusive of HST Year 3 – January 2021 – December 2021* Inclusive of HST Total Cost of Award
Budget remaining after this award	\$ 57,151.87	**

*Subject to Council approval of the 2019-2021 operating budgets.

**The 2019 operating budget will be reduced by the remaining balance of \$57,151.87.

BID INFORMATION

Bids closed on	September 7, 2018
Number picking up bid documents	11
Number responding to bid	4

PRICE SUMMARY (Inclusive of HST)

Bidders	Bid Price (Inclusive of HST)
Langley Utilities Contracting Ltd.	\$1,377,915.13
Fellmore Electrical Contractors Ltd.	\$1,641,581.01
Dundas Power Line Ltd.	\$2,097,300.06
Alltrade Industrial Contractors Inc.	\$3,256,845.49

OPERATING BUDGET AND LIFE CYCLE IMPACT

Account #	Account Name	Budget Amount	Spend to Date	Committed	Budget Available	Budget Allocated for this Award	Cost of Award	Budget Remaining
720-720-5497	Light Maintenance & Repair	\$ 847,485	\$ -	\$ -	\$ 847,485	\$ 847,485	\$ 847,485	\$ -
720-720-5499	Other Maintenance & Repair	\$ 127,000	\$ -	\$ -	\$ 127,000	\$ 127,000	\$ 127,000	\$ -
720-720-5436	Utility Locates	\$ 390,000	\$ -	\$ -	\$ 390,000	\$ 380,250	\$ 349,524	\$ 30,726
740-998-5308	Traffic Signal Maintenance	\$ 336,078	\$ -	\$ -	\$ 336,078	\$ 40,582	\$ 14,156	\$ 26,426
270-101-5399-18098	Parking Lot Light Replacement	\$ 91,800	\$ -	\$ 9,130	\$ 82,671	\$ 20,000	\$ 20,000	\$ -
730-743-5414	Facility Maintenance	\$ 153,367	\$ -	\$ -	\$ 153,367	\$ 10,000	\$ 10,000	\$ -
031-222-0033	Trafalgar Poles	\$ 9,750	\$ -	\$ -	\$ 9,750	\$ 9,750	\$ 9,750	\$ -
Totals:		\$ 1,955,480	\$ -	\$ 9,130	\$ 1,946,351	\$ 1,435,067	\$ 1,377,915	\$ 57,152

The favourable variance of \$57,151.87 will be adjusted accordingly as part of the 2019 operating budget process, subject to Council approval of the 2019 operating budget. There is no incremental impact to the Life Cycle Reserve Study.

ENVIRONMENTAL CONSIDERATIONS

N/A



STAFF AWARD REPORT

To:	Graham Seaman, Director, Sustainability & Asset Management
Re:	234-T-18 Security System Upgrades at Flato Markham Theatre
Date:	December 10, 2018
Prepared by:	Khwaja Waker, Facility Engineer, Sustainability & Asset Management, Ext. 2636 Flora Chan, Senior Buyer, Purchasing, Ext. 3189

PURPOSE/BACKGROUND

To obtain approval to award the contract for security system upgrades at Flato Markham Theatre.

The scope of work includes:

- Replacement / new installation of nineteen (19) cameras, three (3) card readers and a video intercom system;
- Replacement of access control solution;
- Connection of the video management/access control system to Civic Centre's central control system;

It is anticipated the project will be completed by March 31, 2019.

RECOMMENDATION

Recommended Bidder	Cobra Integrated Systems (Lowest Priced Bidder)	
Current Budget Available	\$95,000.00	270-101-5399-18091 Corporate Security Operations & System Upgrades
Less cost of award	\$64,103.52 <u>\$ 6,410.35</u> \$70,513.88	Cost of Award (Inclusive of HST) Contingency (10%) Total Cost of Award (Inclusive of HST)
Budget Remaining after this award*	\$24,486.12	*

*The remaining balance of \$24,486.12 will be returned to original funding source.

BID INFORMATION

Bids closed on	November 28, 2018
Number picking up bid documents	14
Number responding to bid	8

PRICE SUMMARY (Inclusive of HST)

Bidders	Bid Price (Inclusive of HST)
Cobra Integrated Systems	\$64,103.52
AC Technical Systems Ltd.	\$67,849.50
Spotter Security Inc.	\$75,480.48
360 Advanced Security Corporation	\$80,679.32
Paladin Technologies Inc.	\$86,496.00
Metrobit Inc.	\$90,666.94
Colossus Security Inc	\$91,089.99
Quinn Digital Asset Protection Inc.	\$92,659.68

OPERATING BUDGET AND LIFE CYCLE IMPACT

There is no incremental operating budget impact.

The security system upgrades have a lifespan of 5 years and therefore the life cycle impact over a 25 year period is a savings of \$122,430.60 (\$24,486.12 x 5). The Life Cycle Reserve Study will be adjusted accordingly.

ENVIRONMENTAL CONSIDERATIONS

N/A



STAFF AWARD REPORT

Page 1 of 2

To:	Andy Taylor, Chief Administrative Officer
Re:	032-R-18 East Don River Tributary Erosion Control Environmental Assessment
Date:	December 12, 2018
Prepared by:	Alan Manlucu, Project Engineer, Ext: 2374 Flora Chan, Senior Buyer, Ext: 3189

PURPOSE/BACKGROUND

To obtain approval to award the contract for consulting engineering services to undertake an Environmental Assessment (EA) to address erosion in a tributary of the East Don River located between Proctor Avenue and Steeles Avenue East.

The main objective of this study is to restore erosion and mitigate erosion related risk on private property and City owned infrastructure throughout the study area.

The Consultant is to complete the following tasks:

- Perform field surveys and develop models to accurately define the baseline environmental conditions within the study area;
- Develop erosion restoration and/or mitigation alternatives for the purposes of reducing erosion related risks in the study area;
- Evaluate erosion control alternatives and identify a preferred solution;
- Prepare an implementation plan for the preferred solution;
- Attend meetings and/or site visits with City Staff, relevant approval agencies, regulators and stakeholders and prepare presentation material and document and distribute minutes of meetings as required;
- Negotiate with and obtain support from relevant Agencies; and,
- Complete public consultation required by the municipal class environmental assessment process.

It is anticipated the project will be completed by December 2019.

RECOMMENDATION

Recommended Bidder	Aquafor Beech Ltd. (Highest Ranked / Lowest Priced Bidder)	
Current Budget Available	\$135,000.00	750-101-5699-18275 City-Wide Erosion Master Study
Less cost of award	\$122,040.77 <u>\$ 12,204.08</u> \$134,244.84	Cost of Award (Inclusive of HST) Contingency (10%) Total Cost of Award (Inclusive of HST)
Budget Remaining after this award	\$ 755.16	*

*The remaining budget in the amount of \$755.16 will be returned to original funding source.

BID INFORMATION

Bids closed on	October 24, 2018
Number picking up bid documents	14
Number responding to bid	9

PROPOSAL EVALUATION

The Evaluation Team was comprised of staff from the Environmental Services Department and facilitated by staff from the Procurement Department. Due to the complexity of the project, staff wanted to ensure that bidders had the necessary qualifications and experience to carry out the work and as such, the City released this RFP utilizing a two-stage system.

Stage One (1) – Technical Evaluation:

Under Stage 1 – Technical Evaluation, Bidders were assessed against pre-determined criteria as outlined in the RFP; Experience/Past Performance of the Company 10%, Similar Five (5) Projects completed within the last 5 Years 5%, Qualifications and Related Experience of the Project Manager and Project Team 25%, Project Delivery 30% totaling 70%.

Upon completion of Stage 1 (technical evaluation), the Price Proposal (Bid Form) provided by those Bidders who qualified from Stage 1, (minimum score of 75%, or 52.5 points out of 70 required), proceeded to Stage 2 for price evaluation.

Stage Two (2) – Price Evaluation:

Based on the Stage 1 evaluation, Bidders who received a minimum of 75% or 52.5 points out of 70 proceeded to Stage 2 - Price Evaluation. The price proposal provided by the Bidders is evaluated out of 30 points, based on the criteria outlined in the RFP.

Stage 1 & 2 – Combined Overall Scoring

The scores from the Stage 1 and 2 evaluations were combined to formulate final overall scoring, as summarized below:

Bidders	Stage 1 Technical (70 points)	Stage 2 Price* (30 points)	Total Score (100 points)	Overall Ranking
Aquafor Beech Limited	64.1	30.0	94.1	1
Greck and Associates Ltd.	61.2	21.0	82.2	2
AECOM Canada Ltd.	59.5	22.3	81.8	3
Beacon Environmental	53.5	27.7	81.2	4
GeoProcess Research Associates Inc.	58.5	22.6	81.1	5
Water's Edge	58.5	15.5	74.0	6
Stantec Consulting Ltd.	54.5	11.0	65.5	7
D. M. Wills Associates Limited	54.5	8.6	63.1	8
Matrix Solutions Inc	59.6	0	59.6	9

*Bid prices ranged from \$122,640.77 to \$366,146.73.

Aquafor Beech Ltd. (“Aquafor Beech”), the highest ranked bidder with the highest technical score and lowest price, demonstrated a good understanding of the project, had experienced and qualified project team and illustrated a comprehensive plan and methodology for the project.

Aquafor Beech has successfully completed 2 similar erosion restoration projects in 2016 (121-Q-16) and 2018 (052-R-17) with satisfactory performance.

Staff negotiated with Aquafor Beech a 16% or \$23,201.23 cost reduction from their original bid price (\$145,242.05) as allowed under the Purchasing By-Law.

OPERATING BUDGET AND LIFE CYCLE IMPACT

There is no incremental lifecycle impact and no incremental operating budget impact.

ENVIRONMENTAL CONSIDERATIONS

Erosion restoration reduces downstream sedimentation and improves water quality while contributing to a sustainable, healthy ecosystem that is in line with the City’s Greenprint initiative. The preferred erosion restoration alternative will endeavour to restore the natural form and function of the East Don River while limiting the hazards to existing infrastructure and private property.

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STAFF AWARD REPORT

Page 1 of 2

To:	Andy Taylor, Chief Administrative Officer
Re:	147-R-18 Water Laboratory Sampling Analysis
Date:	November 29, 2018
Prepared by:	Helena Frantzke, Water Quality Coordinator, Ext. 2449 Tony Casale, Senior Construction Buyer, Ext. 3190

PURPOSE

To obtain approval to award the contract for water laboratory sampling analysis. The contract term is one (1) year, commencing January 1st, 2019 with an option to extend the contract for two (2) additional one year terms at the same itemized pricing.

RECOMMENDATION

Recommended Bidder	Caduceon Environmental Laboratories (Highest Ranked /Lowest Priced Bidder)	
Current Budget Available	\$ 51,101.00	Various Accounts – See Financial Considerations
Less cost of award	\$ 51,100.31 \$ 51,100.31 <u>\$ 51,100.31</u> \$153,300.93	2019 Inclusive of HST* 2020 Inclusive of HST* 2021 Inclusive of HST* Total Cost of Award
Budget Remaining after this award	\$ 0.69	

*Subject to Council approval of the 2019-2021 budgets. Note the 2019 budget will be reduced from \$111,144.00 to \$51,101 based on this award. See Financial Considerations for budget breakdown.

BID INFORMATION

Bid closed on	October 30, 2018
Number picking up bid document	6
Number responding to bid	6

PROPOSAL EVALUATION

The evaluation team was comprised of staff from the Environmental Services Department with procurement staff acting as the facilitator. The evaluation was based on pre-established evaluation criteria as outlined in the Request for Proposal: 5% qualifications and experience of the consulting firm, 20% qualifications and experience of the project manager and team, 35% demonstrated understanding, methodology and proposed approach, 10% public stakeholder and engagement and 30% price, totaling 100%, with the resulting scores as follows:

Bidders	Total Score (out of 100)
Caduceon Environmental Laboratories	96.00
ALS Canada Ltd.	77.56
Maxxam Analytics	75.19
Eurofins Environment Testing Canada	64.60
York-Durham Regional Environmental Laboratory (YDREL)	62.39
AGAT Laboratories	49.30

Note: Prices ranged from \$51,100 to \$99,148 (Incl. of HST).

As compared to the previous contract, this award represents a 53% price reduction.

FINANCIAL CONSIDERATIONS

Account Name	Account #	Original 2019 Budget Allocated to this Award	Revised 2019 Budget	Cost of Award	Budget Remaining
Water Sampling - Reg. Lab. Testing Existing Infrastructure	7601605343	53,576.00	40,091.00	40,090.90	0.10
Water Sampling - Reg. Lab. Testing New Infrastructure	7601605342	29,568.00	4,488.00	4,487.62	0.38
Sewer Sampling - Sewer Effluent Sampling	7605305345	15,000.00	3,078.00	3,078.24	0.24
Water Quality Monitoring	19238	13,000.00	3,444.00	3,443.56	0.44
Totals:		111,144.00	51,101.00	51,100.31	0.69

OPERATING BUDGET AND LIFE CYCLE IMPACT

The 2019 operating budget will be adjusted to reflect award amounts. 2019 – 2021 operating budgets are subject to Council approval. There is no incremental impact to the Life Cycle Reserve Study.

ENVIRONMENTAL CONSIDERATIONS

N/A



STAFF AWARD REPORT

To:	Andy Taylor, Chief Administrative Officer
Re:	137-R-18: Consulting Services for the Completion of Markham's Active Transportation Master Plan
Date:	November 19, 2018
Prepared by:	Fion Ho, Traffic Demand Management Coordinator, Ext. 2160 Tony Casale, Senior. Construction Buyer, Ext. 3190

PURPOSE/BACKGROUND

To obtain approval to award the contract for consulting services to complete the Markham's Active Transportation Master Plan.

The project will be completed by June 2020.

RECOMMENDATION

Recommended Supplier	IBI Group Professional Services (Canada) Inc. (Highest Ranked / 2nd Lowest Priced Bidder)	
Current Budget Available	\$253,300.00	640 101 5699 18040 Active Transportation Master Plan
Less cost of award	\$203,514.91 \$ 19,921.12 \$223,436.03 \$ 29,863.97 \$253,300.00	Incl. of HST Contingency @ 9.8% Cost of Award (Incl. of HST) Internal Management Fee Total Project Cost
Budget Remaining after award	\$ 0.00	

BID INFORMATION

Bid closed on	September 27, 2018
Number of bidders picking up the bid document	8
Number of bidders responding to the bid	4

PROPOSAL EVALUATION

The evaluation team was comprised of staff from the engineering department with procurement staff acting as the facilitator. The evaluation was based on pre-established evaluation criteria as outlined in the Request for Proposal: 5% qualifications and experience of the consulting firm, 20% qualifications and experience of the project manager and team, 35% demonstrated understanding, methodology and proposed approach, 10% public stakeholder and engagement and 30% price, totaling 100%, with the resulting scores as follows:

Bidders	Total Score (out of 100)
IBI Group Professional Services (Canada) Inc.	88.87
WSP Canada Group Limited	82.00
HDR Corporation	73.55
Nelson/Nygard Consulting	71.00

Note: Prices ranged from \$192,997 to \$234,383 (Incl. of HST). As outlined in Section 17.2 of the City's *General Terms and Conditions*, "The City reserves the right, in its sole discretion, to negotiate with the lowest priced Bidder / highest ranked Bidder in the event that the Bid prices submitted by the bidder exceeds the City's budget". Consequently, Staff reviewed potential opportunities and entered into negotiations with IBI Group Professional Services (Canada) Inc. to reduce the price in order to better meet the City's approved budget. Staff were able to revise the scope of work and negotiate a price reduction which resulted in a savings of \$30,868.90 or 13% (\$234,383.81 to \$203,514.91).

OPERATING BUDGET AND LIFE CYCLE IMPACT

This staff award is for consulting services only. Upon completion of this study, Staff will determine if there is any future operating and lifecycle impact.

ENVIRONMENTAL CONSIDERATIONS

N/A

**STAFF AWARD REPORT****Page 1 of 2**

To:	Andy Taylor, Chief Administrative Officer
Re:	174-R-18 - Consulting Engineering Services for the detailed design of the John Street Multi-Use Pathway
Date:	November 26, 2018
Prepared by:	Justin Chin, Traffic Engineer, Ext. 4020 Tony Casale, Sr. Construction Buyer, Ext. 3190

PURPOSE/BACKGROUND

To obtain approval to award the contract for consulting engineering services for the detailed design of the John Street Multi-Use Pathway. The City of Markham had previously completed a preliminary feasibility design of a multi-use pathway (MUP) facility on John Street between Bayview Avenue and Woodbine Avenue, and Esna Park Drive between Woodbine Avenue and Rodick Road / Alden Road. Preliminary design drawings are currently in the process of being completed and the alignment of the MUP is being finalized. This project is to retain an engineering consultant to undertake the detailed design for the planned MUP.

It is anticipated that the detailed design will be completed by February 2019.

RECOMMENDATION

Recommended Bidder	McIntosh Perry Consulting Engineers Ltd. (Highest Ranked / 2 nd Lowest Priced Bidder)	
Current Budget Available	\$165,700.00	083-5350-18045-005 John Street MUP Design
Less cost of award	\$142,133.28	Detailed Design (Incl. of HST)
	\$ 18,362.59	Allowance *
	\$ 16,049.59	Contingency @ 10%
	\$176,545.46	Cost of Award (Incl. of HST)
	\$ 24,185.46	Internal Management Fee
	\$200,730.92	Total Project Cost
Budget Remaining after award	(\$ 35,030.92)	**

*The allowance is for subsurface utility engineering (SUE 'A') for investigations on ten (10) locations.

**The shortfall of \$35,030.92 will be funded from the Engineering DC Capital Contingency (65% or \$22,770.10) and the Non-DC Capital Contingency (35% or \$12,260.82).

BID INFORMATION

Bid closed on	September 13, 2018
Number picking up bid document	7
Number responding to bid	4

PROPOSAL EVALUATION

The evaluation team was comprised of staff from the engineering department with procurement staff acting as the facilitator. The evaluation was based on pre-established evaluation criteria as outlined in the Request for Proposal: 20% qualifications and experience of the consulting firm, 20% qualifications and experience of the project manager and team, 30% project methodology, understanding, schedule and work plan and 30% price, totaling 100%, with the resulting scores as follows:

Bidders	Total Score (100 points)
McIntosh Perry Consulting Engineers Ltd.	88.66
Associated Engineering (Ont.) Ltd.	77.00
WSP Canada Group Limited	72.57
IBI Group Professional Services (Canada) Inc.	57.00

Note: Prices ranged from \$140,051 to \$347,028 (Incl. of HST). As outlined in Section 17.2 of the City's *General Terms and Conditions*, "The City reserves the right, in its sole discretion, to negotiate with the lowest priced Bidder / highest ranked Bidder in the event that the Bid prices submitted by the bidder exceeds the City's budget". Consequently, Staff reviewed potential opportunities and entered into negotiations with McIntosh Perry Consulting Engineers Ltd. to reduce the price in order to better meet the City's approved budget. Staff were able to reduce the bid price for detailed design by \$8,822.59 (5% reduction) from \$150,955.87 to \$142,133.28.

OPERATING BUDGET AND LIFE CYCLE IMPACT

The operating and lifecycle cost associated with the construction of the intersection improvement will be known upon completion of the detailed design.

ENVIRONMENTAL CONSIDERATIONS

There are no environmental considerations associated with the detailed design of this project. Environmental considerations will be discussed in detail when the construction contract is awarded.

**STAFF AWARD REPORT****Page 1 of 2**

To:	Andy Taylor, Chief Administrative Officer
Re:	193-T-18 Thornlea Gymnasium HVAC Replacement
Date:	October 25, 2018
Prepared by:	Martin Barrow, Community Facility Coordinator, Ext. 3788 Darius Chung, Senior Buyer, Ext. 2025

PURPOSE/BACKGROUND

To obtain approval to award the contract for the replacement of the existing heating ventilation and air conditioning (HVAC) units at the Thornlea Community Centre. The scope of work includes:

- Supply and install new HVAC units;
- Asbestos abatement;
- Provide new concrete pad for the exterior air handling unit;
- Provide new chain link fencing around exterior air handling unit;
- Electrical connection as required;

It is anticipated the project will be completed by January 2019.

RECOMMENDATION

Recommended Bidder	B & B Mechanical Services o/a Bagli Brothers Ltd. (Lowest Bidder)	
Original Budget and Account #	\$165,936.00	500-101-5399-18186 – Thornlea Gymnasium HVAC
Less cost of award	\$187,609.32	Total Cost of Award (Inclusive of HST)
Budget Remaining	(\$ 20,622.72)	*

* The original budget scope did not account for a contingency related to the potential removal of asbestos. The shortfall of (\$20,622.72) will be funded through the Non-DC Capital Contingency fund with a current balance of (\$239,151). The account will be replenished back to \$250,000 as part of the November Closed Capital update.

BID INFORMATION

Bids closed on	September 21, 2018
Number picking up bid documents	9
Number responding to bid	6*

*One bidder's submission did not include asbestos abatement which is a required component to complete this project. As a result, the bid was withdrawn.

PRICE SUMMARY (Inclusive of HST)

Bidders	Bid Price (Inclusive of HST)
B & B Mechanical Services o/a Bagli Brothers Ltd.	\$187,609.32
S.I.G. Mechanical Services Limited	\$190,891.58
Mapleridge Mechanical Contracting Inc	\$199,042.56
Pipe All Plumbing & Heating Ltd.	\$269,239.66
Invirotech Mechanical Services	\$334,790.40

OPERATING BUDGET AND LIFE CYCLE IMPACT

There is no incremental operating budget impact. The life cycle reserve study will be updated to reflect the increase in replacement cost accordingly.

ENVIRONMENTAL CONSIDERATIONS

There will be no incremental energy savings as the new unit will have air conditioning functionality where the previous unit did not. A one-time incentive of \$2,845 will be applied to this project for installing a high energy-efficient HVAC unit instead of a standard-efficiency unit.

**STAFF AWARD REPORT****Page 1 of 2**

To:	Andy Taylor, Chief Administrative Officer
Re:	223-R-14 Off-Site Records Storage and Retrieval Services (under York Region Proposal No. P-13-54) – Contract Extension
Date:	October 31, 2018
Prepared by:	Darius Chung, Senior Buyer, Ext. 2025

PURPOSE/BACKGROUND

To obtain approval to extend the contract for off-site records storage and retrieval services, issued under York Region's Proposal No. P-13-54 for a further two (2) months and five (5) years commencing November 1, 2018 with an annual increase based on the Consumer Price Index (CPI) for Ontario (January to January).

RECOMMENDATION

Recommended Supplier	Iron Mountain (Highest Ranked/Lowest Priced Supplier)	
Annual Budget and Account #	\$ 68,272.00	400-402-5539 (Records Storage)
Current Budget Available	\$ 16,587.00	Remaining budget for 2018
Less Cost of award	\$ 9,588.52 \$ 57,531.13 \$ 57,531.13 \$ 57,531.13 \$ 57,531.13 <u>\$ 57,531.13</u> \$297,244.15	2018 (Nov & Dec) Cost of Award Inclusive of HST) 2019 (Jan – Dec) Cost of Award Inclusive of HST)* 2020 Cost of Award Inclusive of HST)* 2021 Cost of Award Inclusive of HST)* 2022 Cost of Award Inclusive of HST)* 2023 Cost of Award Inclusive of HST)* Cost of Award
Budget Remaining after this award	\$ 6,998.48	**

*Subject to Council approval of the 2019-2023 operating budgets.

Note: Storage usage is estimated based on the actual spend as per the purchase orders for the period between 2016-2018.

** The budget surplus in the amount of \$6,998.48 (\$16,587.00 less \$9,588.52) will be reported as part of the year end results of operations. The 2019 budget will be reduced by \$10,740.87 (\$68,272.00 less \$57,531.13).

OPTIONS/DISCUSSIONS

York Region awarded this contract in 2013 to the highest ranked/ lowest priced supplier, Iron Mountain, for Offsite Records Storage and Retrieval Services for ten (10) years with an option to extend for an additional ten (10) years. In 2014, the City entered into an agreement with York Region and Iron Mountain to obtain the same pricing as York Region.

In 2015, staff received approval and in the report identified an average of 34% unit rate reduction with annual estimated budget savings of \$4,772. In 2015, staff requested approval for a three (3) year award, in order to monitor the services and expenses over the three (3) year period prior to seeking approval to continue with the remaining years of the contract term.

Since the 2015 award, which was based on 2013-2014 actual purchases, the award amount has been reduced from \$85,000 (estimated in the 2015 award report) to \$57,531.13. This reduction can be attributed to internal City strategies implemented to negate the amount of documents stored offsite. Therefore, staff recommend extending the contract as per the original agreement until 2023.

Currently, the participating municipalities include the following:

- Region of York
- Town of Aurora
- City of Richmond Hill
- City of Markham

OPTIONS/DISCUSSIONS (Continued)

The scope of services includes:

- Off-site records storage in secure and environmentally controlled facilities for both paper and electronic records;
- The provision of a searchable on-line database with reporting capabilities regarding records at off-site facilities;
- Retrieval of records as requested;
- Secure transportation for records to and from the off-site facilities and Markham offices;
- Re-filing of records including loose correspondence;
- Vault storage for archival collections;
- Faxing and scanning facilities for urgently required records;
- Disposition/destruction of records based on the Markham's Records Retention Bylaw and Records and Information Management Policy;

OPERATING BUDGET AND LIFE CYCLE IMPACT

The budget surplus in the amount of \$6,998.48 (\$16,587.00 less \$9,588.52) will be reported as part of the year end results of operations. The annualized surplus of \$10,740.87 (\$68,272.00 less \$57,531.13) will be adjusted as part of the 2019 operating budget process, subject to Council approval of the 2019 operating budget. There is no incremental impact to the Life Cycle Reserve Study.

Staff will continue to monitor service requirements and expenses for the duration of this contract in anticipation of reduction to service requirements as a result of less paper usage and migration to online databases.

ENVIRONMENTAL CONSIDERATIONS

N/A



STAFF AWARD REPORT

To:	Brenda Librecz, Commissioner, Community & Fire Services
Re:	215-T-18 Stairs/Retaining Walls Remediation and Regrading Plan at Centennial Park
Date:	November 5, 2018
Prepared by:	Scott Grieve, Supervisor Parks Operations, Ext. 2486 Melita Lee, Senior Buyer, Ext. 2239

PURPOSE / BACKGROUND

To obtain approval to award the contract for the stairs/retaining walls remediation and regrading plan at Centennial Park.

The scope of work consists of the following features: site protection, removal of play equipment, engineered wood fibre safety surface, interlocking brick on pathways and slopes, shrubs, timber curbs, walls and stairs, bollards and chains, site furniture, removal of rocks and reinstallation of some, engineering of slope with imported fill and topsoil, rough and fine grading, sodding, asphalt restoration, base preparation for future EWF safety surface, perforated pipe and connection to catch basin, new steel guardrail, new concrete accessibility ramp and concrete pad for benches and reinstallation of benches.

It is anticipated the project will be completed in June 2019.

RECOMMENDATION

Recommended Bidder	Barcon Construction Inc. (Lowest Priced Bidder)	
Current Budget Available	\$213,532.96	059-6150-18241-005 Stairways and Retaining
Less cost of award	\$117,682.39	Inclusive of HST
	\$ 11,768.24	Contingency (10%)
	\$129,450.63	Total Cost of Award
Budget Remaining after this award	\$ 84,082.33	*

*The budget remaining in the amount of \$84,082.33 will be returned back to the original funding source.

BID INFORMATION

Bid closed on	October 30, 2018
Number picking up document	15
Number responding to bid	9

PRICE SUMMARY

Bidders	Bid Price (Inclusive of HST)
Barcon Construction Inc.	\$114,629.59
Forest Ridge Landscaping Inc.	\$128,213.53
Greenspace Landscaping and Property Services Inc.	\$138,966.25
Bevcom Construction & Paving Ltd.	\$145,606.35
Pine Valley Construction	\$164,256.71
Dig-Con International Ltd.	\$182,333.57
Brook Restoration Ltd.	\$193,752.06
M&S Architectural Concrete Ltd.	\$208,660.66
Hawkins Contracting Services Limited	\$237,973.74

OPERATING BUDGET AND LIFE CYCLE IMPACT

There is no incremental impact to the operating budget.

The 2019 Life Cycle Reserve Study will be updated to reflect the price of this award. There is no incremental impact to the life cycle over the next 25 years, as there is no anticipated useful life of the asset which is currently built from timber and is being replaced with armour stone; a natural stone produced from quarried material.

ENVIRONMENTAL CONSIDERATIONS

N/A



STAFF AWARD REPORT

Page 1 of 2

To:	Andy Taylor, Chief Administrative Officer
Re:	015-R-13 Demand Response Aggregation Services – Contract Extension
Date:	October 5, 2018
Prepared by:	Amanda Martin, Energy Management Coordinator, Ext. 2956 Flora Chan, Senior Buyer, Ext. 3189

PURPOSE/BACKGROUND

To obtain approval to extend the contract of Demand Response (DR) Aggregation Services for an additional five (5) year term. Under this revenue contract, the City will receive quarterly revenue payments to reduce electricity demand during peak periods by participating in a DR Program.

Demand Response (DR) is a program available through the Independent Electricity System Operator (IESO) that enables companies with large energy consumption to reduce their load during a peak demand event in Ontario. Traditionally, utilities have leveraged peaking power plants to increase power generation to meet demand. Instead of adding more generation to the system, the IESO pays energy users to reduce consumption because it is cheaper and easier to procure, relative to adding more generation. Electricity consumption and production must balance at all times; any significant imbalance could cause grid instability or severe voltage fluctuations. The IESO will offer financial incentives to companies that reduce stress on Ontario's overburdened energy infrastructure by creating and implementing an electricity curtailment plan to reduce their load during a peak demand event. Peak demand happens just a few times a year; consequently, new power plant assets operate at a fraction of their capacity most of the time during the year. DR is a way for utilities to reduce the need for large capital expenditures, and thus keep rates lower overall.

DR aggregators are organizations that manage the response capacity of several facilities into an aggregated group. The aggregators are interested in all types of buildings and will work with each customer to investigate equipment or processes, create an implementation strategy, and evaluate DR reduction capability.

RECOMMENDATION

Recommended Bidder	RODAN Energy Solutions (Non-Competitive Procurement)	
October 1, 2018 to September 30, 2023	\$65,540.00	Revenue to a maximum limit of (\$)*
	\$ 2,900.00	Year 1 – October 1, 2018 to December 31, 2018
	\$11,600.00	Year 2 - January 1, 2019 to December 31, 2019
	\$11,600.00	Year 3 - January 1, 2020 to December 31, 2020
	\$11,600.00	Year 4 - January 1, 2021 to December 31, 2021
	\$11,600.00	Year 5 - January 1, 2022 to December 31, 2022
	<u>\$ 8,700.00</u>	Year 6 - January 1, 2023 to September 30, 2023
Total revenue before taxes	\$58,000.00	
HST (13%)	<u>\$ 7,540.00</u>	
Total revenue after taxes	\$65,540.00	Maximum total estimated revenue (inclusive of HST)

* The total revenue is based on a five (5) year contract. The budget is currently at \$12,000.

Depending on performance, the City could receive \$0 (zero participation) to the maximum (maximum participation) in the ranges listed above for each year.

Staff further recommends that the City's Tender process be waived in accordance with Purchasing By-Law 2017-18, Part II, Section 11.1 (c) which states "when the extension of an existing Contract would prove more cost-effective or beneficial And (h) "where it is necessary or in the best interests of the City to acquire Consulting Services from a supplier who has a proven track record with the City in terms of pricing, quality and service.

OPTIONS/ DISCUSSIONS

Staff considered re-tendering the project but do not recommend due to the following rationale:

Efficiency

Competition is limited as there are only three suppliers within the City's service area. As resources required to tender and evaluate proposals are intensive and DR revenue rates are set by the Province of Ontario (and all suppliers offer approximately the same revenue-sharing model), the value of re-tendering this project low. Extending the current contract offers the best value as City can continue to participate in the program without any interruptions to the revenue stream.

Proven Track Record

Rodan Energy Solutions was awarded this contract (015-R-13) in 2013 as the highest ranked & highest revenue bidder. Staff is satisfied with the level of service, professionalism and technical expertise provided by the supplier.

Technical Expertise

Rodan Energy is a leading smart-grid aggregator delivering energy solutions to electricity consumers, distributors, and power producers. Over 60 utilities throughout North America partner with Rodan Energy to manage their DR resources to ensure a reliable power system. Rodan is Canada's largest aggregator that manages over 100,000 load control devices in almost every industry to reduce peak energy usage.

Value add

Rodan Power is the preferred aggregator with the following advantages:

- Web based tool to evaluate and confirm capacity with near real-time data
- Timely detailed settlement documentation to meet our corporate standards
- Exclusive DR provider assigned by the Ontario Power Authority (OPA) to manage the York Region DR program
- Largest IESO Metering Services Provider (MSP) with clients such as City of Toronto, City of Windsor, City of Chatham, TransCanada Energy, Ontario Power Generation (OPG), Toronto Hydro, Oakville Hydro, etc.
- Only local DR provider with a team of trained engineers, energy managers, and other trained professionals
- Longest experience and only DR provider to cover each segment of the market (residential, commercial, industrial and institutional)
- Assists in creating a pre-enrollment plan that evaluates and pre-qualifies all potential loads to ensure a reliable curtailment plan is established, and that must be proven by at least two "Proof of Performance" capacity tests

OPERATING BUDGET AND LIFE CYCLE IMPACT

The City has received over \$65,000 of cumulative pre-tax revenue, or approximately \$13,000 per year, under our first 5-year DR contract with two participating City facilities.

In 2015, the IESO revised the program guidelines and contract terms for DR participation in order to expand integration of the DR resources into the electricity grid. However, the City's existing 5-year DR contract was grandfathered by the IESO into the new DR program and original terms (rates and revenue) applied until end of the 5-year contract term on September 30, 2018.

As per the latest IESO program terms, the projected pre-tax revenue for the next 5 years is reduced to \$11,600 per year (cumulative pre-tax revenue of \$58,000), and may change as additional facilities are qualified into the program. The revenue rates are set by the IESO; the City negotiated a revenue-sharing contract where the City receives 75% of the revenue and Rodan receives the remaining 25% revenue.

There is no incremental life cycle impact.

ENVIRONMENTAL CONSIDERATIONS

The City is committed to achieving net-zero greenhouse gas (GHG) emissions by 2050 through energy conservation, demand management, and renewable energy generation. DR is an effective counter-measure to the ongoing rise in energy consumption and GHG emissions, as it allows grid operators to respond to capacity or reserve shortfalls by reducing the demand for electricity without the need to build additional generation or fire up fossil-fuel based peaking plants. The Province and the City are all too familiar with weather extremes experienced in all seasons as a result of climate change. When these conditions increase costs and demand for electricity, the stability of the grid is threatened. DR reduces demand on the grid, and improves grid stability, in emergency response situations that can help avert brownouts or blackouts.



STAFF AWARD REPORT

To:	Andy Taylor, Chief Administrative Officer
Re:	005-S-18 Supply and Delivery of one (1) Dual Stream Haul-All Vehicle
Date:	October 17, 2018
Prepared by:	Peter Englezakos, Supervisor, Fleet and Supplies, Ext. 4896 Melita Lee, Senior Buyer, Ext. 2239

PURPOSE/BACKGROUND

To obtain approval to award the contract for the supply and delivery of one (1) dual stream Haul-All vehicle for the dual stream collection of waste in all community and destination parks throughout the City.

RECOMMENDATION

Recommended Bidder	Haul-All Equipment Ltd. (Non-competitive Procurement)	
Current Budget Available	\$148,743.00	057-6150-18247-005 Corporate Fleet Replacement*
Less cost of award	\$148,555.79	Total Cost of Award Inclusive of HST
Budget Remaining	\$ 187.21	**

Staff further recommends:

That the tendering process be waived in accordance with Purchasing By-Law 2017-8, Part II, Section 11.1 (b)” where there is only one source of supply for the goods to be purchased; and that the tendering process be waived in accordance with Purchasing By-Law 2017-8, Part II, Section 11.1 (e) “Where the City is acquiring equipment...in which case the sources of supply may be identified based on technical specifications prepared by the User Department”.

OPTIONS/DISCUSSIONS

Haul-All Equipment Ltd. is the only vendor that builds a small garbage vehicle suited for use in parks and open space environment. The Haul-All vehicle is smaller in all size dimensions, weigh and allows access to park and open space areas without damaging walkways, driveways, trees and turf.

The dual stream Haul-All vehicle is a patented product and is the only low side waste collection unit with compaction as well as dump features holding a 16 cubic yard body capacity design and body weight of 4,500lbs. The 19,500 gross vehicle weight rating (GVWR) chassis allows for a gas/cng prepared engine that eliminates issues experienced with the diesel DPF systems due to the increased idling hours encountered while the vehicle and staff are performing their daily collection duties.

This patented design allows for operators maintaining a Class G licence to operate the vehicle as opposed to a higher GVWR requiring a minimum Class DZ driver’s licence. This allows both Parks full-time permanent staff and temporary/seasonal staff to operate the vehicle and provides cost savings associated with the Class DZ license. In addition, as more staff are qualified to operate this vehicle it will ensure maximum usage of the vehicle. Alternative units were investigated, however, the chassis size, weight capability, maneuverability, impacts to the parks environment and operator training do not meet the requirements of the City.

Staff research revealed that the majority of municipalities procure the Haul-All product through a non-competitive process (Ajax, Oshawa, Pickering, Whitby, Richmond Hill, Toronto).

Unit 3346 was purchased in 2008 with a life expectancy of 10 years and requires replacement. Unit 3346 will be sold upon delivery of the new unit in accordance with Purchasing By-law 2017-8-, PART V, Disposal of Personal Property. Proceeds will be posted to account 890 890 9305 (proceeds from the Sale of Other Fixed Assets).

OPERATING BUDGET AND LIFE CYCLE IMPACT

There is no incremental operating budget impact as the vehicle being purchased is a replacement for an existing unit. There is no incremental Life Cycle impact.

ENVIRONMENTAL CONSIDERATIONS

The unit in this award utilizes the most current technology, reducing overall engine emissions.



STAFF AWARD REPORT

To:	Graham Seaman, Director of Sustainability & Asset Management
Re:	177-Q-18 Coil Replacement for Air-handling unit at 8100 Warden Ave.
Date:	November 19, 2018
Prepared by:	Jason Ramsaran, Facility Asset Coordinator ext. 3526 Flora Chan, Senior Buyer, ext. 3189

PURPOSE/BACKGROUND

To obtain approval to award the contract for cooling coil replacement for air-handling unit at 8100 Warden Avenue. The scope of work includes replacement of one cooling coil with similar capacity and size, fitting into the existing HVAC unit.

It is anticipated the project will be completed in December 2018.

RECOMMENDATION

Recommended Bidder	Canadian Tech Air Systems (Lowest Priced Bidder)	
Current Budget Available	\$71,400.00	270-101-5399-18085 8100 Warden Facility Improvements
Less cost of award	\$52,574.30 \$ 5,257.43 \$57,831.73	Award inclusive of HST Contingency 10% Total Cost of Award
Budget Remaining after this award	\$13,568.27	*

*The remaining balance of \$13,568.27 will be returned to original funding source.

BID INFORMATION

Bids closed on	November 15, 2018
Number picking up bid documents	11
Number responding to bid	6

PRICE SUMMARY (Inclusive of HST)

Bidders	Bid Price	Provisional Price*	Total Price
Canadian Tech Air Systems	\$43,349.76	\$ 9,224.54	\$52,574.30
Antrim Mechanical Ltd.	\$45,792.00	\$13,025.28	\$58,817.28
Rainbow Mechanical Services Ltd.	\$48,758.30	\$ 5,123.62	\$53,881.92
360 Mechanical Group Ltd.	\$53,780.16	\$13,025.28	\$66,805.44
EPL Consulting Corp OA PL Energy Services	\$66,801.66	No bid	\$66,801.66
S.I.G. Mechanical Services Limited	\$68,382.72	\$ 2,238.72	\$70,621.44
Pipe All Plumbing & Heating Ltd.	\$69,332.14	\$23,328.99	\$92,661.13

*The bid included a provisional price to replace the old pneumatic actuators with electronic actuators (in lieu of pneumatic actuators) as electronic actuators provide precise control and positioning through the BAS system. This will in turn lower operating costs and help adapt the system to future upgrades.

OPERATING BUDGET AND LIFE CYCLE IMPACT

There is no incremental operating budget impact. The Life Cycle Reserve Study will be updated accordingly.

ENVIRONMENTAL CONSIDERATIONS

All wastes will be disposed of at an authorized dump, waste treatment site or recycling facility by the Contractor, and will be disposed of in accordance with applicable by-laws and regulations. Replacement of coil will optimize the performance of the air-handling unit.