



Report to: General Committee

Meeting Date: September 16, 2019

SUBJECT: Staff Awarded Contracts for the Months of June, July and August 2019
PREPARED BY: Alex Moore, Ext. 4711

RECOMMENDATION:

1. THAT the report entitled “Staff Awarded Contracts for the Months of June, July and August 2019” be received; and
2. That Staff be authorized and directed to do all things necessary to give effect to this resolution

PURPOSE:

Pursuant to Part III section 15 of the Procurement Bylaw (No. 2017-8), passed by Council on March 21, 2017, a report shall be submitted to Council on a monthly basis to advise of awarded contracts greater than \$50,000.

This report advises Council of all contracts, awarded by the Chief Administrative Officer or Commissioners, or Directors with a total cost exceeding \$50,000 for the months of June, July and August 2019.

BACKGROUND:

The Procurement By-Law delegates authority to staff to award contracts if the contract award meets specific criteria. The following chart outlines the contract award approval authority:

Dollar threshold	Within Criteria*	Outside Criteria*
\$50,000 or greater, but less than \$100,000	Director	Commissioner
\$100,000 or greater, but less than \$350,000	Commissioner	CAO
\$350,000 or greater	CAO	Council

* If one (1) of the below noted criteria is not met then the contract award is identified as outside criteria and the approval authority.

- 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.

Number	BMFT Objective	Description	Award Details	Commission
1	Engaged, Diverse and Thriving City	091-T-19 Heintzman House Roof and Window Rehabilitation	Lowest Priced Bidder	CS
2	Engaged, Diverse and Thriving City	123-Q-19 Structural Repair at Strickler Barn	Lowest Priced Bidder	CS
3	Engaged, Diverse and Thriving City	154-Q-19 Landscape Architectural Consulting Services, Berczy Beckett Cemetery Park	Lowest Priced Bidder	DS
4	Exceptional Services by Exceptional People	030-T-19 Supply, delivery and installation of office furniture in the Building Standards Area at the Civic Centre	Lowest Priced Bidder	CS
5	Exceptional Services by Exceptional People	072-Q-19 Flato Markham Theatre Roof Restoration	Lowest Priced Bidder	DS
6	Exceptional Services by Exceptional People	084-T-19 Civic Centre Vestibule Renovation (Unionville and Thornhill Entrances)	Lowest Priced Bidder	CS
7	Exceptional Services by Exceptional People	092-T-19 Markham Village Library Roof Replacement	Lowest Priced Bidder	CS
8	Exceptional Services by Exceptional People	118-T-19 Cornell Community Centre Square - Construction	Lowest Priced Bidder	DS
9	Exceptional Services by Exceptional People	133-Q-19 Craft Guild & 7181 Reesor Road Exterior Paint and Repair Works	Second Lowest Priced Bidder	C&FS
10	Safe & Sustainable Community	198-T-14, Napkin Disposal, Sanitizing & Air Freshening Service - Contract Extension	Lowest Priced Bidder	CS
11	Safe & Sustainable Community	249-T-18 Pool Change Rooms Renovation at Milliken Mills Community Centre	Lowest Priced Bidder	C&FS
12	Safe & Sustainable Community	040-T-19 Cooling Equipment Replacement at Varley Art Gallery	Lowest Priced Bidder	CS
13	Safe & Sustainable Community	063-T-19 Streetlight Infrastructure Improvements on Denison Street and Middlefield Road	Lowest Priced Bidder	DS
14	Safe & Sustainable Community	087-T-19 Pavement Condition Assessment	Lowest Priced Bidder	C&FS
15	Safe & Sustainable Community	088-T-19 Pathway Renovations and Resurfacing	Lowest Priced Bidder	C&FS
16	Safe & Sustainable Community	093-Q-19 Guiderail Installation, Repairs and Upgrades	Lowest Priced Bidder	C&FS
17	Safe & Sustainable Community	094-T-19 Hired Trucks – “as and when required” basis	Lowest Priced Bidder	C&FS
18	Safe & Sustainable Community	095-T-19 Bridge Washing	Lowest Priced Bidder	C&FS

Number	BMFT Objective	Description	Award Details	Commission
19	Safe & Sustainable Community	107-T-19 Markham Civic Centre Gateway	Lowest Priced Bidder	C&FS
20	Safe & Sustainable Community	108-Q-19 R.J Clatworthy Arena Condenser Replacement	Lowest Priced Bidder	C&FS
21	Safe & Sustainable Community	117-T-19 Building Demolition at 115 & 135 Torbay Road, Markham	Lowest Priced Bidder	CS
22	Safe & Sustainable Community	119-T-19 Snow, Load and Haul – Various Locations	Lowest Priced Bidder	C&FS
23	Safe & Sustainable Community	128-Q-19 Civil Work for New Salt Storage Building 129-T-19 Construction for New Salt Storage Building	Lowest Priced Bidders	C&FS
24	Safe & Sustainable Community	132-Q-19 Elson Miles Farmhouse Foundation Waterproofing & Miscellaneous Maintenance	Lowest Priced Bidder	CS
25	Safe & Sustainable Community	140-Q-19 - Security System Upgrade at Various Park Shops	Lowest Priced Bidder	CS
26	Safe & Sustainable Community	150-T-19 Traffic Assets Replacement	Lowest Priced Bidder	DS
27	Safe & Sustainable Community	115-T-19 Flooring Replacement at Armadale and Milliken Mills Community Centres	2 nd Lowest Priced Bidder	C&FS
28	Safe & Sustainable Community	032-R-19 - Consulting Engineering Services for a Municipal Class Environmental Assessment Study for the Markham Centre Trails	Highest Ranked / Lowest Priced Bidder	DS
29	Safe & Sustainable Community	080-R-19 Consulting Engineering Services for Erosion Restoration	Highest Ranked / Lowest Priced Bidder	C&FS
30	Safe & Sustainable Community	122-R-19 Consulting Services for a Traffic Safety Audit	Highest Ranked / 2 nd Lowest Priced Bidder	DS
31	Safe & Sustainable Community	025-R-19 Consulting Engineering Services for the Detailed Design of Four Erosion Restoration Sites within the City of Markham	Highest Ranked / 4th Lowest Priced Bidder	C&FS
32	Safe & Sustainable Community	075-T-19 Supply and Delivery of Station Wear for Firefighters	Sole Bidder	
33	Safe & Sustainable Community	137-S-19 Greenhouse Gas (GHG) Assessment	Non-Competitive Bidder	C&FS
34	Safe & Sustainable Community	251-S-18 Community Energy Plan Modelling Tool for the North District	Non-Competitive Bidder	CS
35	Stewardship of Money and Resources	061-T-19 LED Lighting Retrofit at Unionville Library	Lowest Priced Bidder	C&FS
36	Stewardship of Money and Resources	101-T-19 Supply and Delivery of One (1) Articulated Sidewalk Tractor	Lowest Priced Bidder	C&FS

Number	BMFT Objective	Description	Award Details	Commission
37	Stewardship of Money and Resources	143-T-19 Supply and Delivery of Three (3) Compact 4x4 Tractors	Lowest Priced Bidder	C&FS
38	Stewardship of Money and Resources	153-T-19 Court Resurfacing and Rebuilding	Lowest Priced Bidder	C&FS
39	Stewardship of Money and Resources	172-Q-19 Supply and Install Street Planters (Markham Main Street)	Lowest Priced Bidder	C&FS
40	Stewardship of Money and Resources	051-R-07 External Audit Services - Contract Extension	Non-Competitive Bidder	CS
41	Stewardship of Money and Resources	014-S-13 Maintenance and Support Services (Click Charges) for MFDs/Single Purpose Xerox Printers - Contract Extension,	Non-Competitive Bidder	CS
42	Stewardship of Money and Resources	069-S-19 Flato Markham Theatre Furniture Replacement	Non-Competitive Bidder	DS
43	Stewardship of Money and Resources	158-S-19 Enterprise Mobility Management Solution (VOR # OSS Tender 6718)	Non-Competitive Bidder	CS

#1



STAFF AWARD REPORT

To:	Renee England, Acting Director, Sustainability & Asset Management
Re:	091-T-19 Heintzman House Roof and Window Rehabilitation
Date:	July 15, 2019

BID INFORMATION

Bid closed on	July 11, 2019
Number picking up bid document	11
Number responding to bid	4

BACKGROUND

To obtain approval to award the contract for the replacement of the asphalt shingle roof at the Heintzman House and Window Rehabilitation.

It is anticipated the project will be completed by September 30, 2019.

RECOMMENDATION

Recommended bidder	Trinity Roofing Ltd. (lowest priced bidder)	
Current budget available	\$99,566.00	270-101-5399-19085 Roofing Repairs & Replacement
Less cost of award	\$90,301.82	Award (Incl. of HST)
	<u>\$ 9,030.18</u>	Contingency @ 10%
	\$99,332.01	Total Bid Price (Incl. of HST)
Budget remaining after this award	\$ 233.99	*

* The remaining budget will be returned to the original funding source.

OPERATING BUDGET AND LIFE CYCLE IMPACT

There is no incremental impact to the operating budget or Life Cycle Reserve Study.

ENVIRONMENTAL CONSIDERATIONS

To reduce the environment impact of the work environmentally friendly products were specified. As specified in the bid document, the old/existing roofs 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.

STAFF AWARD REPORT

To:	Trinela Cane, Commissioner, Corporate Services
Award:	123-Q-19 Structural Repair at Strickler Barn
Date:	June 18, 2019

BID INFORMATION

Bid closed on	June 4, 2019
Number picking up document	7
Number responding to bid	6

BACKGROUND

The project involves structural repairs at the Strickler Barn within the Museum grounds. The project will be completed by September 6, 2019.

RECOMMENDATION

Recommended bidder	DASD Contracting Inc. (lowest priced bidder)	
Current budget available	\$103,548.93	510-101-5399-18002 Museum - Strickler Barn Phase 1
Less cost of award	\$ 52,085.86	Cost of Award
	<u>\$ 5,208.59</u>	Contingency (10%)
	\$ 57,294.44	Total Award (Inclusive of HST Impact)
Budget remaining after this award	\$ 46,254.49	*

*The remaining budget of \$46,254.49 will be retained in the account to complete the remaining structural work within the budget.

OPERATING BUDGET AND LIFE CYCLE IMPACT

There is no incremental impact to the operating budget and the Life Cycle Reserve Study.

ENVIRONMENTAL CONSIDERATIONS

All construction waste will be properly sorted, recycled and disposed.

#3

**STAFF AWARD REPORT**

To:	Biju Karumanchery, Director, Planning & Urban Design
Award:	154-Q-19 Landscape Architectural Consulting Services, Berczy Beckett Cemetery Park
Date:	July 12, 2019

BID INFORMATION

Bid closed on	July 12, 2019
Number picking up bid document	6
Number responding to bid	6

BACKGROUND

Berczy Beckett Cemetery Park is located at 50 Aksel Rinck Drive on the southwest side of the intersection of Henry Bauer Ave. and Harbour St. This Park will be a neighborhood level park with passive programming elements and a play unit. Considerations will be made as this park is adjacent to a historic cemetery.

The new park design is anticipated to include park amenities such as:

- Shade structure;
- Children's play area;
- Paved surfaces and associated walkways;
- Interpretative signage
- Trees and associated planting

Landscape architectural services shall include typical full scope of services, with substantial performance of constructed works anticipated in fall 2020.

RECOMMENDATION

Recommended bidder	Serdika Consulting Inc. (lowest priced bidder)	
Current budget available	\$58,315.00	081-5350-19024-005 Berczy Beckett East Park - Design
Less cost of award	\$37,320.48	Design
	<u>\$ 2,612.43</u>	Contingency (7%)
	\$39,932.91	Total (Inclusive of HST)
	<u>\$ 3,593.96</u>	Internal Management Fee @ 9%
	\$43,526.87	Total Cost of Award (Inclusive of HST)
Budget remaining after this award	\$14,788.13	*

* The remaining funds in the amount of \$14,788.13 will be returned to the original funding source.

OPERATING BUDGET AND LIFE CYCLE IMPACT

Life cycle cost is \$443,040.00 (\$553,800.00 x 80%) over 25 years. Annualized operating cost is \$ 3,576.00 (0.4 ha x \$8,941/ha) starting in 2021.

ENVIRONMENTAL CONSIDERATIONS

Environmental protection in the contract documents in order to meet or exceed regulatory environmental procedures during construction.

#4

**STAFF AWARD REPORT**

To:	Trinela Cane, Commissioner, Corporate Services
Re:	030-T-19 Supply, delivery and installation of office furniture in the Building Standards Area at the Civic Centre
Date:	August 14, 2019

BID INFORMATION

Bid closed on	January 24, 2019
Number picking up bid document	2
Number responding to bid	2

BACKGROUND

To obtain approval to award the contract to supply, deliver and install office furniture in the Building Standards Area at the Civic Centre.

The layout of the Building Standards Department was redesigned for various improvement needs, including co-location of sub departments, increased meeting rooms and ergonomic impact. New design includes twenty-six (26) workstations with height adjustable tables and thirty-two (32) small filing units.

The work is scheduled to be completed by December 30, 2019.

RECOMMENDATION

Recommended bidder	POI Business Interiors Inc. (lowest priced bidder)	
Current budget available	\$124,800.00	2019 Corporate Accommodations 270-101-5399-19074
Less cost of award	\$113,426.27	Cost of Award
	\$ 11,342.63	Contingency (10%)
	\$124,768.90	Total Cost of Award
Budget remaining after this award	\$ 31.10	*

* The remaining budget of \$31.31 will be returned to the original funding source (Building Fees).

OPERATING BUDGET AND LIFE CYCLE IMPACT

There is no incremental impact to the operating budget or Life Cycle Reserve Study.

ENVIRONMENTAL CONSIDERATIONS

The materials used in the new Answer series Steelcase furniture from POI are up to 71% recyclable. The furniture has up to 44% recycled content with PVC-free edge banding and PVC- free power availability. It is manufactured by using the Clarity™ wood finish process which eliminates solvents from the wood furniture finishing processes.

#5

**STAFF AWARD REPORT**

To:	Trinela Cane, Commissioner, Corporate Services
Award:	072-Q-19 Flato Markham Theatre Roof Restoration
Date:	June 13, 2019

BID INFORMATION

Bid closed on	May 23, 2019
Number picking up document	24
Number responding to bid	9*

* Two bidders were disqualified as they submitted non-compliant bids. Both bidders did not quote the product specified in the bid document.

BACKGROUND

The project involves the coating of the sloped and vertical metal roofs at the Flato Markham Theatre.

RECOMMENDATION

Recommended bidder	National Coatings of Canada (lowest priced bidder)	
Current budget available	\$62,064.00	270-101-5399-18101 Roofing Replacement Projects
Less cost of award	\$56,985.60	Cost of Award*
	\$ 4,843.78	Contingency (8.5%)
	\$61,829.38	Total Award (Inclusive of HST Impact)
Budget remaining after this award	\$ 234.62	**

*In June 2018, the City issued a request for quotation (028-Q-18) to the market for this project. The City received 4 bids with the lowest bidder being \$59,387.11 over budget. Through discussions internally and with the roofing consultant, the recommendation was to re-issue the tender with an alternate roof coating (after product analysis) to reduce the budget shortfall. As part of a separate project (completed after the first tender) the theatre installed railings around the perimeter of the roof which reduced the cost for the contractor to safely complete the work. Unlike the first tender, the contractor was permitted to access the roof from the building interior and the cost of scaffolding to be installed from grade to the roof was not required.

** The remaining budget of \$234.62 will be returned to the original funding source.

OPERATING BUDGET AND LIFE CYCLE IMPACT

There is no incremental impact to the operating budget and Life Cycle Reserve Study.

ENVIRONMENTAL CONSIDERATIONS

To reduce the environment impact of the work, environmentally friendly products were specified.

#6

**STAFF AWARD REPORT**

To:	Trinela Cane, Commissioner of Corporate Services
Award:	084-T-19 Civic Centre Vestibule Renovation (Unionville and Thornhill Entrances)
Date:	May 14, 2019

BID INFORMATION

Bid closed on	May 3, 2019
Number picking up document	12
Number responding to bid	7

BACKGROUND

This award is for the renovation of the Unionville and Thornhill Entrances at the Civic Centre. The scope of work includes the following:

- Remove (demolish) the existing vestibule (glazed curtain walls, glass doors and flooring)
- Supply and install new glazed curtain walls, glass doors and flooring

The project will be completed by September 30, 2019. Any work that may cause nuisance to the occupants will be scheduled outside of normal operating hours of the building.

RECOMMENDATION

Recommended bidder	Letus Ltd. (lowest priced bidder)	
Current budget available	\$179,311.00	270-101-5399-18089 Civic Centre Improvements
Less cost of award	\$168,266.67	Cost of Award
	\$ 10,937.33	Contingency
	\$179,204.01	Total Award (Inclusive of HST Impact)
Budget remaining	\$ 106.99	*

* The remaining balance of \$106.99 will be returned to the original funding source.

Note: The Milliken and Great hall entrances will be requested as part of the 2021 capital budget request.

OPERATING BUDGET AND LIFE CYCLE IMPACT

This project will use items that are similar in nature for life cycle and operating costs. There is no incremental operating budget impact. There is no incremental impact to the life cycle reserve study over the next 25 years.

ENVIRONMENTAL CONSIDERATIONS

All renovation waste will be properly sorted, recycled and disposed, in accordance with applicable by-laws and regulations.

#7

**STAFF AWARD REPORT**

To:	Trinela Cane, Commissioner, Corporate Services
Award:	092-T-19 Markham Village Library Roof Replacement
Date:	August 8, 2019

BID INFORMATION

Bid closed on	June 6, 2019
Number picking up document	11
Number responding to bid	4

BACKGROUND

The project involves steep sloped roof replacement and installation of a fixed access ladder and horizontal lifeline system at the Markham Village Library. Currently, maintenance of the roof is expensive due to limited roof access. The installation of a ladder and lifeline system will significantly reduce these costs. Since 2018, more than \$25,000 was spent to complete roof repairs at this facility, and a significant portion of the costs were due to limited roof access. The roof work is to be completed by October 31, 2019. The remaining work (ladder and horizontal life line system) will be completed in May 2020 due to their long lead times.

RECOMMENDATION

Recommended bidder	T Hamilton & Son Roofing Inc. (lowest priced bidder)	
Current budget available	\$312,596.00	270-101-5399-19085 Roofing Replacement Projects
Less cost of award	\$269,876.68	Cost of Award
	<u>\$ 26,987.67</u>	Contingency (10%)
	\$296,864.35	Total Award (Inclusive of HST Impact)
Budget remaining after this award	\$ 15,731.65	*

* The remaining budget of \$15,731.65 will be returned to the original funding source.

OPERATING BUDGET AND LIFE CYCLE IMPACT

There is no incremental impact to the operating budget and Life Cycle Reserve Study.

ENVIRONMENTAL CONSIDERATIONS

To reduce the environment impact of the work, environmentally friendly products were specified. As specified in the bid document, the old/existing roofs 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.

#8

**STAFF AWARD REPORT**

To:	Andy Taylor, Chief Administrative Officer
Award:	118-T-19: Cornell Community Centre Square - Construction
Date:	June 19, 2019

BID INFORMATION

Bid closed on	June 11, 2019
Number picking up bid document	14
Number responding to bid	8

BACKGROUND

Cornell Community Centre Square is located on the Community Centre site at the southwest corner of Church St and Bur Oak Ave.

The scope of work consists of: site preparation and grading, top soiling, storm servicing connection to existing site services, drainage culverts, plaza style paving and walkways, planting and sodding, site furnishings, playground equipment, rubber surfacing and shade structure. The project will be completed by July 2020.

RECOMMENDATION

Recommended bidder	Cambium Site Contracting Inc. (lowest priced bidder)	
Current budget available	\$487,080.00	081-5350-17008-005 "Cornell Community Centre Square – Construction"
Less cost of award	\$402,724.72	Construction
	\$ 28,190.73	Contingency (7%)
	\$430,195.45	Total (Inclusive of HST)
	\$ 38,782.39	Internal Management Fee @ 9%
	\$469,697.84	Total Cost of Award (Inclusive of HST)
Budget remaining after this award	\$ 17,382.16	*

* The remaining budget in the amount of \$17,382.16 will be returned to the original funding source.

OPERATING BUDGET AND LIFE CYCLE IMPACT

The incremental operating budget impact is \$1,967, which will be included in the 2020 Operating budget, subject to Council approval. The Operations Department has reviewed the project and the future maintenance requirements. Future maintenance requirements for Cornell Community Centre Square includes grass cutting, litter pick-up, garbage disposal and inspections.

The estimated life cycle impact is \$322,180 over the next 25 years. Staff will update the Life Cycle Reserve Study in 2020 to incorporate the various components of the park.

ENVIRONMENTAL CONSIDERATIONS

Included Specification Section 01561 – Environmental Protection in the contract documents in order to meet or exceed regulatory environmental procedures during construction:

- Park grading is designed to minimize the amount of import and/or export of soils
- Plant materials (i.e., shrubs and trees are non-invasive and many of which are native species)

#9

**STAFF AWARD REPORT**

To:	Trinela Cane, Commissioner, Corporate Services
Award:	133-Q-19 Craft Guild & 7181 Reesor Road Exterior Paint and Repair Works
Date:	July 19, 2019

BID INFORMATION

Bid closed on	July 3, 2019
Number picking up document	10
Number responding to bid	5

BACKGROUND

The project includes the following:

- Mobilization, demobilization, site safety, administration, site clean-up, warranties, general requirements, barriers, temporary works, protection, signage, traffic control, and coordination;
- Repair, restoration, and painting of damaged woodwork, stucco and other materials as per specification;
- Removal of existing vinyl floor tile and supply and install new sub-floor and vinyl flooring.

Existing artwork outside of the Craft Guild will be removed prior to commencement and reinstalled by the Contractor upon work completion. The project will be completed by September 30, 2019.

RECOMMENDATION

Recommended bidder	MJK Construction Inc. (second lowest priced bidder)	
Current budget available	\$66,308.00	270-101-5399-19082 – Other Facility Improvements
Less cost of award	\$50,266.39	Cost of Award
	<u>\$ 5,026.64</u>	Contingency (10%)
	\$55,293.03	Total Award (Inclusive of HST Impact)
Budget remaining after this award	\$11,014.97	*

*The remaining budget of \$11,014.97 will be returned to original funding source.

OPERATING BUDGET AND LIFE CYCLE IMPACT

There is no incremental impact to the operating budget and the Life Cycle Reserve.

ENVIRONMENTAL CONSIDERATIONS

All construction waste will be properly sorted, recycled and disposed of at an authorized dump, waste treatment site or recycling facility.

#10

**STAFF AWARD REPORT**

To:	Andy Taylor, Chief Administrative Officer
Re:	198-T-14, Napkin Disposal, Sanitizing & Air Freshening Service - Contract Extension
Date:	August 12, 2019

BACKGROUND

To obtain approval to extend the contract for napkin disposal, diaper disposal, washroom air freshener, and drip sanitizer at 35 facilities for one (1) additional year at the same 2014 itemized prices and as per the original bid document.

RECOMMENDATION

Recommended Bidder	Citron Hygiene LP (Non-Competitive Procurement)	
Current budget available	\$15,726.50	Various operating accounts
Less cost of award	\$15,726.50 \$47,179.50 \$62,906.00	2019 inclusive of HST (Oct 1-Dec 31) 2020 inclusive of HST (Jan 1-Sep 30)* Total Cost of Award
Budget remaining after this award	\$ 0.00	

*Subject to Council approval of the 2020 operating budget.

Staff further recommends

THAT the tendering process be waived in accordance with Purchasing By-Law 2017-8, Part II, Section 11 Non-Competitive Procurement, item 11.1: (c) "when the extension of an existing contract would prove more cost-effective or beneficial"

OPTION/DISCUSSION

In 2014, Staff awarded Tender 198-T-14 to sole bidder, Citron Hygiene LP (previously known as Cannon Hygiene Canada Limited), for the initial contract term of three (3) years and an option to renew for two (2) additional years at the same terms, conditions and pricing and subject to contractor's performance and satisfaction of the City.

Due to the limited number of vendors who perform this type of work and the good performance from Citron Hygiene LP over the term of their contract, Staff are recommending an extension of one (1) additional year utilizing the same 2014 itemized pricing.

OPERATING BUDGET AND LIFE CYCLE IMPACT

There is no incremental impact to the operating budget and life cycle reserve study.

ENVIRONMENTAL CONSIDERATIONS

All sanitary waste generated through sanitary disposal service will be diverted from landfill and sent to a waste to energy conversion center. All batteries from equipment are recycled at the end of its life cycle through Stewardship Ontario program.

#11

**STAFF AWARD REPORT**

To:	Andy Taylor, Chief Administrative Officer
Award:	249-T-18 Pool Change Rooms Renovation at Milliken Mills Community Centre
Date:	May 16, 2019

BID INFORMATION

Bid closed on	April 3, 2019
Number picking up document	20
Number responding to bid	13

BACKGROUND

Scope of work includes conversion of gender specific male and female change-rooms to universal change-rooms for Milliken Mills Community Centre's aquatic centre. The project will be completed by December 2019.

RECOMMENDATION

Recommended bidder	Hylan Group Inc. (lowest priced bidder)	
Current budget available	\$ 17,832.35	500-101-5399-18151 Milliken Mills CC Universal Change Room
	<u>\$1,479,300.00</u>	500-101-5399-19137 Milliken Mills CC Universal Change Room
	\$1,497,132.35	Total Budget Available
Less cost of award	\$1,418,981.13	Cost of Award (Incl. of HST)
	<u>\$ 78,043.96</u>	Contingency (5.5%)
	\$1,497,025.09	Total Award Inclusive of HST
Budget remaining after award	\$ 107.26	*

*The remaining budget of \$107.26 will be returned to the original funding source (19137)

OPERATING BUDGET AND LIFE CYCLE IMPACT

There is no impact to operating budget. Life cycle will be updated accordingly based on the award and cost of materials as well as new industry lifespan of materials.

ENVIRONMENTAL CONSIDERATIONS

All construction waste will be properly sorted, recycled and disposed.

#12

**STAFF AWARD REPORT**

To:	Andy Taylor, Chief Administrative Officer
Award:	040-T-19 Cooling Equipment Replacement at Varley Art Gallery
Date:	May 14, 2019

BID INFORMATION

Bid closed on	May 7, 2019
Number picking up document	23
Number responding to bid	14

BACKGROUND

The cooling equipment replacement at Varley Art Gallery will be completed by December 20, 2019.

RECOMMENDATION

Recommended bidder	Superior Boiler Works & Welding Ltd. (Lowest priced bidder)	
Current budget available	\$ 76,500.00	510-101-5399-17021 Varley HVAC Maintenance / Cooling Tower Refurbishment
	<u>\$181,825.00</u>	510-101-5399-18016 Gallery HVAC Cooling Tower, Chiller & Exhaust Fan
	\$258,325.00	Total Budget Available
Less cost of award	\$275,058.30	Cost of Award
	<u>\$ 27,505.83</u>	Contingency (10%)
	\$302,564.13	Total Award (Inclusive of HST Impact)
Budget remaining after this award	(\$ 44,239.27)	*

In November 2018, the City issued tender # 194-T-18 to the market for this project. The City received 9 bids at that time, with the low bidder being \$164,862 over budget. Through discussions internally and with the external consultant, the recommendation was to re-issue the tender after completing a value-engineering process to reduce the budget shortfall. The value-engineering process reduced the shortfall from \$164,862 to \$44,239.27.

*The shortfall is mainly due to additional costs associated with on-site assembly of the equipment within a confined space that were not included in the original budget.

OPERATING BUDGET AND LIFE CYCLE IMPACT

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

ENVIRONMENTAL CONSIDERATIONS

The specified equipment is among the most efficient, quiet and reliable chillers available on the market – up to 16.1 EER at full load, up to 21.3 EER at part load (IPLV). The chiller meets ASHRAE Std. 90.1 and AHRI 550/590 standard. The specified R-410A refrigerant has no phase-out schedule and no ozone depletion potential. All waste materials and removed equipment will be properly sorted, recycled and disposed.

#13

**STAFF AWARD REPORT**

To:	Andy Taylor, Chief Administrative Officer
Re:	063-T-19 Streetlight Infrastructure Improvements on Denison Street and Middlefield Road
Date:	May 22, 2019

BID INFORMATION

Bid closed on	April 25, 2019
Number picking up bid document	9
Number responding to bid	6

BACKGROUND

To obtain approval to award the contract for streetlight infrastructure improvements at Denison Street from McCowan Road to Markham Road and Middlefield Road from Steeles Avenue to 14th Avenue.

It is anticipated that construction will commence in May 2019 and be completed by March 31, 2020.

RECOMMENDATION

Recommended bidder	Dundas Power Line Ltd. (lowest priced bidder)	
Current budget available	\$966,700.00	083-5350-17050-005 Streetlights
Less cost of award	\$621,000.59 \$ 68,179.20 <u>\$ 62,026.18</u> \$751,205.97 <u>\$ 88,608.54</u> \$839,814.51	Construction (Incl. of allowances and HST) Provisional Items* Contingency @ 9% Total Construction Award (Incl. of HST) Internal Management Fee Total Project Cost
Budget remaining after this award	\$126,885.49	**

*The provisional items include test pits for utility locates, restoration of concrete sidewalks and for the supply and installation of cable ducts by hydrovac.

**The remaining budget will be returned to the original funding source.

OPERATING BUDGET AND LIFE CYCLE IMPACT

This contract involves erecting 44 new streetlight poles, removing 29 existing streetlight poles and installing 92 new luminaires (on existing or new poles) in order to correct the lighting deficiencies on Denison Street and Middlefield Road.

A net increase of 15 (44 new - 29 removal) streetlight poles will be added to the City at the end of this contract. The annual maintenance cost for 15 light poles is \$750.00 (\$50.00/pole x 15 poles). The annual energy consumption for the 15 new lights is \$1,530.00 per year (\$102 / luminaire / year x 15 luminaires). The total annual operating impact in 2020 is \$2,280.00 (\$750.00+\$1,530.00).

Luminaire service life is estimated to be 20 years. The life cycle impact is \$60,904 over the next 25 years (unit cost of \$662 x 92 luminaires) which will be included in the next Life Cycle Reserve Study Update. Streetlight poles have an estimated service life of 70 years and there is no life cycle impact.

ENVIRONMENTAL CONSIDERATIONS

The illumination work will utilize LED lighting. LEDs are energy efficient and consume less power than incandescent bulbs. The streetlight poles being removed will be completely recycled. The concrete is crushed and used for roadway beds, and the steel rebar is sent to local steel manufacturers.

#14

**STAFF AWARD REPORT**

To:	Brenda Librecz, Commissioner – Community & Fire Services
Award:	087-T-19 Pavement Condition Assessment
Date:	May 23, 2019

BID INFORMATION

Bid closed on	May 7, 2019
Number picking up bid document	11
Number responding to bid	5

BACKGROUND

Pavement condition assessments involve the collection of pavement condition data for the City's road network. Select roads will be inspected for pavement surface distresses and pavement roughness. 934 kilometres of two (2) lane roads and 63 kilometres of four (4) lane roads are inspected every two years.

RECOMMENDATION

Recommended bidder	GIE (lowest priced bidder)	
Current budget available	\$ 82,800.00	051-6150-19265-005 Pavement Evaluation
	<u>\$ 30,000.00</u>	<u>050-6150-19170-005 Asphalt Resurfacing</u>
	\$112,800.00	Total budget available (A)
Less cost of award	\$ 98,625.79	2019 – Year 1 (Inclusive of HST)
	<u>\$ 9,862.58</u>	2019 – Year 1 (10% Contingency)
	\$108,488.37	Total 2019 Award (B)
	<u>\$108,488.37</u>	Total 2021 Award – Year 2 (Inclusive of HST and contingency) (C)*
	\$216,976.74	Total cost of award (D = B+C)
Budget remaining after this award	\$ 4,311.63	(A-B)**

*The work is conducted every two years. The term of the Contract is for one (1) term starting from the date of award to October 31, 2019, with an option to renew for one additional term in 2021. The 2021 renewal term is subject to annual price increases based on the Consumer Price Index for All Items Canada for the twelve (12) month period ending December 31, 2020 and shall not exceed 3%. Term 2 in 2021 is subject to Council approval.

**The remaining budget in the amount of \$4,311.63 in account 050-6150-19170-005 will be returned to the original funding source.

FINANCIAL CONSIDERATIONS

Account Name	Account #	Current Budget Available	Cost of Award	Budget Remaining/ (Shortfall)
Pavement Evaluation	051-6150-19265-005	82,800	82,800	-
Asphalt Resurfacing	050-6150-19170-005	30,000	25,688	4,312
Totals:		112,800	108,488	4,312

OPERATING BUDGET AND LIFE CYCLE IMPACT

There is no incremental impact to the operating budget and Life Cycle Reserve Study.

ENVIRONMENTAL CONSIDERATIONS

N/A

#15

**STAFF AWARD REPORT**

To:	Brenda Librecz, Commissioner – Community & Fire Services
Award:	088-T-19 Pathway Renovations and Resurfacing
Date:	May 21, 2019

BID INFORMATION

Bid closed on	May 21, 2019
Number picking up bid document	14
Number responding to bid	8

RECOMMENDATION

Recommended bidder	Nationwide Paving Ltd. (lowest priced bidder)	
Current budget available	\$79,128.54	059-9150-18232-005 Pathway Resurfacing
	<u>\$137,100.00</u>	059-6150-19192-005 Pathway Resurfacing
	\$216,228.54	Total current budget available
Less cost of award	\$96,824.64	Cost of Award (Inclusive of HST)
	<u>\$9,682.46</u>	10% Contingency
	\$106,507.10	Total cost of award
Budget remaining after this award	\$109,721.44	*

*The remaining budget in the amount of \$109,721.90 will be used for other pathway resurfacing as required in 2019 based on condition assessments.

FINANCIAL CONSIDERATIONS

Account Name	Account #	Current Budget Available	Cost of Award	Contingency (\$)	Budget Remaining/(Shortfall)
Pathway Resurfacing	059-9150-18232-005	79,128.54	71,935.04	7,193.50	0.00
Pathway Resurfacing	059-6150-19192-005	137,100.00	24,889.60	2,488.96	109,721.44
Totals:		216,228.54	96,824.64	9,682.46	109,721.44

OPERATING BUDGET AND LIFE CYCLE IMPACT

There is no incremental impact to the operating budget and Life Cycle Reserve Study.

ENVIRONMENTAL CONSIDERATIONS

Recycled granular material is used for base and backfill. All removed asphalt is to be recycled.

#16

**STAFF AWARD REPORT**

To:	Morgan Jones, Director Operations
Award:	093-Q-19 Guiderail Installation, Repairs and Upgrades
Date:	July 30, 2019

BID INFORMATION

Bid closed on	July 30, 2019
Number picking up bid document	3
Number responding to bid	2

BACKGROUND

To obtain approval to award the contract for guiderail installations, repairs and upgrades to meet Ontario Provincial Standards Specifications (OPSS) and to improve safety at the following locations:

- Apple Creek Blvd. (east of Woodbine Ave., north and south side at bridge);
- Allstate Parkway (north of Highway 7, east side of road);
- Frontenac Drive (north of Highway 7, west side of road);
- 4 Heritage Road (north side);
- Banfield Ave. (street terminus); and
- Ferrah St. (street terminus).

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

RECOMMENDATION

Recommended bidder	Peninsula Construction Inc. (lowest priced bidder)	
Current budget available	\$75,900.00	050-6150-19177-005 Guiderail – Install/Repair/Upgrade
Less cost of award	\$75,327.84	Total cost of award (inclusive of HST)
Budget remaining after this award	\$ 572.16	*

*The budget remaining in the amount of \$572.16 will be returned back to the original funding source.

OPERATING BUDGET AND LIFE CYCLE IMPACT

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

ENVIRONMENTAL CONSIDERATIONS

This contract includes the disposal of the existing steel guiderails in the bid price. All steel guiderails are recycled at scrap companies. All wood posts are recycled at local lumber companies for sawmill re-use. (eg. retaining walls).

#17

**STAFF AWARD REPORT**

To:	Brenda Librecz, Commissioner, Community & Fire Services
Award:	094-T-19 Hired Trucks – “as and when required” Basis
Date:	July 8, 2019

BID INFORMATION

Bid closed on	July 2, 2019
Number picking up bid document	5
Number responding to bid	2

BACKGROUND

The City requires the supply of tri-axle dump trucks with operators on an as and when required basis. The purpose of this operation is to haul excavated material, granular materials and snow within the City of Markham.

RECOMMENDATION

Recommended bidder	GEFAL Property Holdings Inc. (lowest priced bidder)	
Current budget available	\$30,000.00	700-507-5760 Drainage Tipping Fees
	<u>\$25,000.00</u>	700-504-5760 Winter Tipping Fees
	\$55,000.00	Total budget available
Less cost of award	\$50,930.88	July 2019 – June 2020 (Inclusive of HST*)
	\$50,930.88	July 2020 – June 2021 (Inclusive of HST*)
	\$50,930.88	July 2021 – June 2022 (Inclusive of HST*)
	<u>\$50,930.88</u>	July 2022 – June 2023 (Inclusive of HST*)
	\$203,723.52	Total cost of award (inclusive of HST)
Budget remaining after this award	\$4,069.12	**

The hourly rate includes the cost of equipment, operator, fuel, repair, loading time and travel time. The estimated annual 550 hours included in the tender were based on the historical average of usage over the past few years. The lowest priced bidder provided an hourly rate of \$92.60 for a total bid price of \$50,930.88 (including HST impact).

*The contract term is one (1) year term with an option to renew the contract for three (3) additional one (1) year periods. The price will remain fixed for the first two (2) years. The remaining (2) years will be subject to an annual price increase based on the Consumer Price Index for All Items Canada for the twelve (12) month period ending December 31 in the applicable year and shall not exceed 3%. Years 2 – 4 are subject to Council approval of the 2020-2023 budgets.

**The remaining budget will generate a favourable variance that will be included as part of the 2019 results of operations and will be reduced from the 2020 operating budget.

OPERATING BUDGET AND LIFE CYCLE IMPACT

The operating budget will be reduced accordingly as part of the 2020 operating budget process. There is no incremental life cycle impact.

ENVIRONMENTAL CONSIDERATIONS

N/A

#18

**STAFF AWARD REPORT**

To:	Morgan Jones, Director, Operations
Award:	095-T-19 Bridge Washing
Date:	June 6, 2019

BID INFORMATION

Bid closed on	May 30, 2019
Number picking up bid document	4
Number responding to bid	3

RECOMMENDATION

Recommended bidder	Norbrook Contracting Ltd. (lowest priced bidder)	
Current budget available	\$27,000.00	700-507-5501 Roads Hired Equipment
Less cost of award	\$23,596.11	2019 (Inclusive of HST)
	\$23,596.11	2020 (Inclusive of HST)*
	\$23,596.11	2021 (Inclusive of HST)*
	<u>\$23,596.11</u>	2022 (Inclusive of HST)*
	\$94,384.44	Total cost of award (2019 – 2022)
Budget remaining after this award	\$ 3,403.89	**

* The term of the Contract is from July 1 to September 15, 2019 with an option to renew the contract for three (3) additional separate terms from July 1 to September 15 of the applicable year. Pricing shall remain firm fixed for the first two (2) terms. The remaining two (2) terms will be subject to the annual price increase based on the Consumer Price Index for All Items Canada for the twelve (12) month period ending December 31 in the applicable year and shall not exceed 3%. Terms 2 – 4 are subject to Council approval of the 2020-2022 budgets.

** The remaining budget in the amount of \$3,403.89 will be reported as part of the 2019 year-end results of operations and reduced from the 2020 operating budget.

OPERATING BUDGET AND LIFE CYCLE IMPACT

There is no incremental impact to the operating budget and Life Cycle Reserve Study.

ENVIRONMENTAL CONSIDERATIONS

The work under this contract will take place between July 1st and September 15th of each year to align with the Department of Fisheries and Oceans policy that fish spawning activities not be adversely affected.

#19

**STAFF AWARD REPORT**

To:	Brenda Librecz, Commissioner, Community & Fire Services
Award:	107-T-19 Markham Civic Centre Gateway
Date:	July 3, 2019

BID INFORMATION

Bid closed on	June 20, 2019
Number picking up bid document	7
Number responding to bid	4*

*One bidder was declared non-compliant as they did not meet the mandatory bonding requirements

BACKGROUND

The project is for the construction of a gateway sign at the Markham Civic Centre and to undertake pathway restoration and culvert works to raise the grade on the entrance pathway from the corner of Warden Avenue and Highway 7 into the Civic Centre lands.

The project has been divided into two phases for clarity of construction with both phases proceeding at the same time.

- Phase 1 is the gateway signage to the Markham Civic Centre, taking place on Region of York Lands. Phase 1 consists of two low walls with illuminated letters, flagpole installations, as well as unit paving, restoration of the existing unit paving and the installation of a bus pad.
- Phase 2 is pathway work associated with a culvert on the pathway leading from the corner of Warden Avenue and Highway 7 into the Civic Centre lands. The project will raise the grade of the existing pathway, extend the existing culvert and repave with asphalt.

The work for this project will be completed by September 30, 2019.

RECOMMENDATION

Recommended bidder	Forest Ridge Landscaping Inc. (lowest priced bidder)	
Current budget available	\$455,477.00	055-5350-19218-005 Civic Centre Gateway Project *
Less cost of award	\$302,481.60	Cost of Award (inclusive of HST)
	<u>\$30,248.16</u>	10% Contingency
	<u>\$332,729.76</u>	Total cost of award (inclusive of HST and contingency)
Budget remaining after this award	\$122,747.24	**

* The Civic Centre Gateway Project includes Region of York funding in the amount of \$78,914, in the form of a purchase order issued to the City.

** The remaining budget in the amount of \$122,747.24 will be returned to original funding source. Major contributor to the lower price is a design change to simplify the gateway signage structure.

OPERATING BUDGET AND LIFE CYCLE IMPACT

There is no incremental operating budget impact. The 2020 Life Cycle Reserve Study will be updated to include the new infrastructure, which is estimated to cost \$332,729.76 over 25 years as majority of these assets will require replacement in 15 to 25 years.

ENVIRONMENTAL CONSIDERATIONS

This project will make the Civic Centre lands more accessible and desirable for active transportation. It will help accommodate bus riders and make the transition into the Civic Centre lands more accessible.

#20

**STAFF AWARD REPORT**

To:	Mary Creighton, Director, Recreation Services
Re:	108-Q-19 R.J Clatworthy Arena Condenser Replacement
Date:	May 22, 2019

BID INFORMATION

Bids closed on	May 17, 2019
Number picking up bid documents	5
Number responding to bid	2

BACKGROUND

The existing condenser at R.J Clatworthy arena was installed in 1999 and replacement is warranted based on condition assessment. Work to include supply and replacement of the evaporative condenser, pumps, and sump tank.

RECOMMENDATION

Recommended bidder	CIMCO Refrigeration (lowest priced bidder)	
Current budget available	\$83,400.00	500-101-5399-19119 (Clatworthy Arena Condenser)
Less cost of award	\$81,301.15	Cost of Award (Inclusive of HST)
Budget remaining after this award	\$2,098.85	*

*The balance of \$2,098.85 will be returned back to source after completion of the project.

OPERATING BUDGET AND LIFE CYCLE IMPACT

There is no incremental operating budget impact and no life cycle impact.

ENVIRONMENTAL CONSIDERATIONS

N/A

#21

**STAFF AWARD REPORT**

To:	Trinela Cane, Commissioner of Corporate Services
Re:	117-T-19 Building Demolition at 115 & 135 Torbay Road, Markham
Date:	August 6, 2019

BID INFORMATION

Bid closed on	July 24, 2019
Number picking up bid document	20
Number responding to bid	11

BACKGROUND

To obtain approval to award the contract for the demolition of two warehouse buildings at 115 & 135 Torbay Road. This project is part of the Don Mills Channel Flood Remediation program approved by Council in June 2018. Following demolition of the two warehouse buildings, the property will be used for the construction of a storm water management pond for flood control.

It is anticipated the project will be completed by October 18, 2019.

RECOMMENDATION

Recommended bidder	Salandria Ltd. (lowest priced bidder)	
Current budget available	\$572,000.00	056-5350-19259-005 115 & 135 Torbay Road Buildings Demolition
Less cost of award	\$185,203.20 \$ 18,520.32 \$203,723.52	Award (Incl. of HST) Contingency @ 10% Total Bid Price (Incl. of HST)
Budget remaining after this award	\$368,276.48	*

* Staff are recommending that the remaining budget be retained in the account to cover any unforeseen costs that may arise during the demolition phase. Upon completion of the project, the remaining budget will be returned to the original funding source. The favourable variance is due to the removal of demolition of the slab on grade foundation and site servicing works, which will be carried out as part of a storm water management pond construction project, which is anticipated in 2021.

OPERATING BUDGET AND LIFE CYCLE IMPACT

Currently there is no operating account or life cycle reserve for these properties. Therefore, demolition of these buildings will not have any impact on the operating budget or life cycle reserve.

ENVIRONMENTAL CONSIDERATIONS

Waste will be disposed of in accordance with applicable by-laws and acts. Prior to demolition, the successful Contractor will undertake the following:

- Prepare a comprehensive waste reduction work plan;
- Ensure a source separation program is in place for the recyclable materials;
- Recycle the separated waste.

The estimate for recycled content from these buildings is expected to be greater than 90%. The bricks and concrete will be transported to recycling contractors and the steel will go to metal recyclers.

#22

**STAFF AWARD REPORT**

To:	Andy Taylor, Chief Administrative Officer
Award:	119-T-19 Snow, Load and Haul – Various Locations
Date:	July 25, 2019

BID INFORMATION

Bid closed on	July 17, 2019
Number picking up bid document	6
Number responding to bid	3

BACKGROUND

The City requires services for the loading and hauling of snow, as required, off the City's main streets (Business Improvement Areas BIA) and various other locations including rear lanes and sidewalk/cycle track. The intent of the operation is to remove accumulated snow from successive winter events or when snow storage within the City Right-of-Way has reached capacity as per Council approved service levels.

The locations are as follows:

- Location 1 - Main Street Unionville (BIA);
- Location 2 - Main Street Markham (North BIA and South);
- Location 3 - Yonge Street Thornhill (Business Area);
- Location 4 - Cornell Park Avenue (Business Area), Greensborough Park Circle (Business Area), and Cathedral Town (Business Area);
- Location 5 - Markham Centre (rear lanes); and
- Location 6 - Highway 7 (cycle track/sidewalk).

RECOMMENDATION

Recommended bidder	Rafat General Contractor Inc. (lowest priced bidder – all locations)	
Current budget available	\$242,813.00	700-504-5416 Snow Hauling Main Street
Less cost of award	\$193,344.00	Nov 1, 2019 – Apr 30, 2020 (Inclusive of HST)
	\$193,344.00	Nov 1, 2020 – Apr 30, 2021 (Inclusive of HST)*
	\$193,344.00	Nov 1, 2021 – Apr 30, 2022 (Inclusive of HST)*
	\$193,344.00	Nov 1, 2022 – Apr 30, 2023 (Inclusive of HST)*
	\$773,376.00	Total cost of award (Inclusive of HST)
Budget remaining after this award	\$49,469.00	**

*The contract is for one (1) term from November 1, 2019 and ending April 30, 2020 with an option to renew the contract for three (3) additional terms from November to April of the renewal term at the same itemized pricing. Terms 2 – 4 are subject to Council approval of the 2020-2023 budgets. Pricing is fixed for the four year contractual term.

**The remaining budget will generate a favourable variance that will be included as part of the 2019 results of operations and will be reduced as part of the 2020-operating budget.

OPERATING BUDGET AND LIFE CYCLE IMPACT

The operating budget will be reduced accordingly as part of the 2020 operating budget process. There is no incremental life cycle impact.

ENVIRONMENTAL CONSIDERATIONS

Operations initiates the snow load and haul during off peak periods to minimize both travel time of the contractor's fleet of equipment and the time taken to complete physical works at each of the project sites. This results in a reduction of equipment operating time thereby reducing the overall carbon footprint. Hauling of snow from each location is directed to the closest city snow dump facility, again minimizing emissions and whilst increasing operating efficiency.

#23

**STAFF AWARD REPORT**

To:	Andy Taylor, Chief Administrative Officer
Award(s):	128-Q-19 Civil Work for New Salt Storage Building 129-T-19 Construction for New Salt Storage Building
Date:	July 17, 2019

BID INFORMATION

Bids	128-Q-19	129-T-19
Bids closed on	June 28, 2019	July 9, 2019
Number picking up bid documents	11	10
Number responding to bids	7	4

BACKGROUND

The City issued two bids to the market for an additional salt storage building with concrete block to be located at Operations yard (555 Miller Avenue). The bids were split into two areas, 1. Civil Work 2. Construction of the new salt storage building. Under this report Staff are recommending the two bids be awarded to the lowest priced bidders and through a non-competitive process, requesting authorization to add an additional salt storage building to these contracts as explained under Options/Discussion section of this report.

128-Q-19 Civil Work for New Salt Storage Building

The contract includes the following:

- Excavation and regrading
- Supply and compact of material (150 granular base)
- Third-party testing and inspection of sub-grade and compaction
- Electrical services to provide new 60A feeder from existing panel

Work is expected to start on August 1, 2019 and be completed by August 29, 2019

129-T-19 Construction for New Salt Storage Building

Supply and installation of two pre-engineered portable building with fabric top and pre-cast concrete foundation walls. The project is expected to start on August 30, 2019 (upon completion of the preceding civil work) and be completed by October 1, 2019.

RECOMMENDATION 1

Recommended bidder(s)	128-Q-19 Greenspace Construction Inc. (lowest priced bidder) 129-T-19 Britespan Building Systems of Ontario Inc. (lowest priced bidder)	
Current budget available	\$410,873.76	056-6150-19086-005 Salt Barn
Less cost of award	\$ 33,275.52 \$314,321.38 <u>\$ 17,379.85</u> \$364,976.75	Cost of Award for 128-Q-19 Civil Work* Cost of Award for 129-T-19 Construction Contingency (5%) Total Cost of Award (Inclusive of HST Impact)
Budget Remaining after award	\$ 45,897.01	

* Remaining balance will be retained to fund an additional salt storage building as per Recommendation 2 below.

OPTIONS/ DISCUSSION

One of the three existing salt storage buildings at the Operations yard (555 Miller Avenue) has been recently assessed by an engineering consultant in 2019 and is experiencing degradation of the steel structural members due to salt, moisture and age. In order to make this building safe for use, the engineering consultant has concluded that the structural repair of this building would be \$220,000.

128-Q-19 and 129-T-19 New Salt Storage Building**Page 2 of 2**

Given the age of this salt storage building (39 years old) and the extent of structural repairs required to allow for safe working conditions, Staff believe it would be better value to replace instead of repair. Without the capacity of this facility, the City would be short of salt for winter 2019/20.

OPTIONS/ DISCUSSION (Continued)

Staff recommends adding an additional salt storage building to contracts 128-Q-19 and 129-T-19 for the following reasons:

- Urgency to meet committed pre-scheduled salt delivery price and timeline of October 2019
- Minimization of disruptions to daily operations at this high-traffic site (e.g. avoid multiple contractors on site, extended project duration).
- The existing contract award process was a fair, open and transparent process
- The low bidder under 128-Q-19 was 15% (\$4,834) lower than the 2nd bidder and the low bidder under 129-T-19 was 16% (\$50,101) lower than the 2nd bidder.
- Due to increased volume of work/structures, Staff are able to negotiate a further 9% reduction for the second salt storage building under contract 128-Q-19 and a 3% reduction under 129-T-19.

RECOMMENDATION 2

Recommended bidder(s)	Greenspace Construction Inc. (Non-Competitive Procurement) Britespan Building Systems Of Ontario Inc. (Non-Competitive Procurement)	
Current Budget Available	\$ 45,897.02 <u>\$ 66,144.00</u> \$112,041.02	056-6150-19086-005 Salt Barn 750-101-5399-18101 Roofing Replacement Projects Total Budget Available
Less cost of award	\$ 30,222.72 \$ 22,000.00 \$304,379.42 <u>\$ 17,830.11</u> \$374,432.25	Cost of Award for Civil Work Cash Allowance for retaining wall and soil remediation* Cost of Award for Construction Contingency (5%) Total Cost of Award (Inclusive of HST Impact)
Budget Remaining after award	(\$262,391.24)	**

*Cash allowance of \$22,000.00 is requested for retaining wall and soil remediation if required, subject to final design and grading of the second salt storage building.

**The budget shortfall of \$262,391.24 will be funded from the Non-DC Capital Contingency account.

Staff further recommends – Recommendation 2.

That the tendering process be waived in accordance with Purchasing By-Law 2017-8, Part II, Section 11.1 Non Competitive Procurement, item 1 item (c) which states, “when the extension of an existing Contract would prove more cost-effective or beneficial.”

OPERATING BUDGET AND LIFE CYCLE IMPACT

The incremental impact to hydro budget is estimated to be \$1,100 per year (\$700 for the new dome and \$400 for the replacement dome). The Life Cycle Reserve study will be adjusted in the next update.

ENVIRONMENTAL CONSIDERATIONS

All construction waste will be properly sorted, recycled and disposed.

#24

**STAFF AWARD REPORT**

To:	Trinela Cane, Commissioner, Corporate Services
Re:	132-Q-19 Elson Miles Farmhouse Foundation Waterproofing & Miscellaneous Maintenance
Date:	July 31, 2019

BID INFORMATION

Bids closed on	July 22, 2019
Number picking up bid documents	11
Number responding to bid	4

BACKGROUND

Rehabilitation of the Elson Miles Farmhouse is warranted based on an investigation that determined water infiltration into the home. Condition assessment recommends installation of a new waterproofing membrane system, french drain, drainage board, and restoration of mortar, window panes, and broken wood.

Work to be completed by October 30, 2019.

RECOMMENDATION

Recommended bidder	Ultimate Construction Inc. (lowest priced bidder)	
Current budget available	\$80,000.00 <u>\$97,144.95</u> \$177,144.95	270-101-5399-19082 (Other Facility Improvements) 270-101-5399-18097 (Facility Improvements)
Less cost of award	\$137,945.86 <u>\$13,794.59</u> \$151,740.44	Cost of Award (Inclusive of HST) Contingency (10%) Total Cost of Award (Inclusive of HST)
Budget remaining after this award	\$ 25,404.51	*

*The remaining balance will be returned to the original funding sources.

OPERATING BUDGET AND LIFE CYCLE IMPACT

There is no incremental impact to the operating budget and life cycle reserve study.

ENVIRONMENTAL CONSIDERATIONS

All construction waste will be properly sorted, recycled and disposed of at an authorized dump, waste treatment site or recycling facility.

#25

**STAFF AWARD REPORT**

To:	Graham Seaman, Director of Sustainability & Asset Management
Award:	140-Q-19 - Security System Upgrade at Various Park Shops
Date:	August 12, 2019

BID INFORMATION

Bids closed on	August 9, 2019
Number picking up bid documents	10
Number responding to bid	3

BACKGROUND

The scope of work includes the installation and deployment of Internet Protocol Closed Circuit TV and a video management system at the following four (4) park shops.

- West Park Shop (includes Fire Training Centre)
- Central Park Shop
- Milne Dam Conservation Park Shop
- East Park Shop

The project is to be completed by October 18, 2019.

RECOMMENDATION

Recommended bidder	360 Advanced Security Corporation (lowest priced bidder)	
Current budget available	\$80,086.00	270-101-5399-18091 Corporate Security Operations & System Upgrades
Less cost of award	\$46,062.18 <u>\$ 4,606.22</u> \$50,668.40	Cost of Award Contingency (10%) Total Award
Budget remaining after this award	\$29,417.60	*

* \$25,000.00 of the budget remaining will be retained in the account for the security upgrades at the Works Yard (555 Miller Avenue). The remaining balance of \$4,417.60 will be returned to the original funding source.

OPERATING BUDGET AND LIFE CYCLE IMPACT

There is no incremental impact to the operating budget or Life Cycle Reserve Study.

ENVIRONMENTAL CONSIDERATIONS

All waste will be properly sorted, recycled and disposed off at an authorized dump, waste treatment site or recycling facility.

#26

**STAFF AWARD REPORT**

To:	Brian Lee, Acting Commissioner, Development Services
Re:	150-T-19 Traffic Assets Replacement
Date:	August 23, 2019

BID INFORMATION

Bid closed on	August 15, 2019
Number picking up bid document	8
Number responding to bid	5

BACKGROUND

To obtain approval to award the contract for traffic assets replacement. The work includes replacement of a traffic signal controller at 1 location, replacement of LED indicators at 10 locations and pre-emption detectors at 13 locations.

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

RECOMMENDATION

Recommended Bidder	Guild Electric Limited (Lowest Priced Bidder)	
Current Budget Available	\$206,100.00	640 101 5699 19052 Traffic Signal Assets Replacement
Less cost of award	\$115,599.36 \$ 11,559.94 \$127,159.30	Construction (Incl. of HST) Contingency @ 10% Total Construction Award (Incl. of HST)
Budget Remaining after this award	\$ 78,940.70	*

* The remaining budget will be returned to the original funding source.

OPERATING BUDGET AND LIFE CYCLE RESERVE IMPACT

There is no incremental operating budget impact.

Pre-emption detectors have a useful life of 10 years, and therefore the life cycle impact is \$47,607.40
(\$23,803.70 x 2)

Pre-emption detector cards have a useful life of 10 years and therefore the life cycle impact is \$81,198.38
(\$40,599.19 x 2)

LED signals have a useful life of 7 years, and therefore the life cycle impact is \$90,417.84 (\$30,139.28 x 3)

The total life cycle impact over 25 years is \$219,223.62 (\$47,607.40 + \$81,198.38 + \$90,417.84).

The Life Cycle Reserve Study will be adjusted accordingly.

ENVIRONMENTAL CONSIDERATIONS

N/A

#27

**STAFF AWARD REPORT**

To:	Brenda Librecz, Commissioner Community & Fire Services
Re:	115-T-19 Flooring Replacement at Armadale and Milliken Mills Community Centres
Date:	June 25, 2019

BID INFORMATION

Bids closed on	June 3, 2019
Number picking up bid documents	11
Number responding to bid	7

BACKGROUND

The project is remove and replace flooring at the following locations:

1. Armadale Community Centre – To be completed between September 1 - September 30, 2019
 - a. Replace existing linoleum flooring in four (4) multipurpose rooms
2. Milliken Mills Community Centre – To be completed between November 30 – December 22, 2019
 - a. Replace existing ramp tile of the main pool
 - b. Replace existing vinyl tile in meeting rooms A & B and aerobics studio

RECOMMENDATION

Recommended bidder	Tradeworks Interior Canada Corp (2 nd lowest priced bidder)	
Current budget available	\$124,400.00	See financial considerations
Less cost of award	\$117,024.00	Total Cost of Award (Inclusive of HST)
Budget remaining after this award	\$7,376.00	*

*The balance of \$7,376.00 will be returned back to source after completion of the project.

Note: On June 20, the Procurement Division issued a notice of award to Dome Services Group, and requested submission to the City (among other documents) a “Performance Bond” and a “Labour and Materials Bond” (in digital form, or original form). Subsequently, Dome Services Group failed to provide the required documentation within the time period provided and stated their intent not to provide while identifying they have allocated their resources to other projects (and cannot complete the City’s project).

Since Dome Services Group walked from the project, the City is making a claim to their surety company for the \$10,000 bid bond included with Dome Services Group submission. However, to ensure completion in a timely manner, Staff proceeded with awarding the contract to the 2nd lowest price bidder.

FINANCIAL CONSIDERATIONS

Account #	Description	Budget	Bid Price	Variance
500-101-4299-19111	Armadale Flooring - Multi-Purpose Rooms (4 Rooms)	\$46,000.00	\$58,003.20	-\$12,003.20
500-101-4299-19133	Milliken Mills Flooring - Pool Ramp Tile	\$40,700.00	\$18,316.80	\$22,383.20
500-101-4299-19135	Milliken Mills Flooring - Meeting Rooms A and B and Aerobics Room	\$37,700.00	\$40,704.00	-\$3,004.00
	Total	\$124,400.00	\$117,024.00	\$7,376.00

Under account 500-101-5399-19135, funding was included to replace the tile in the hall corridor, this work is being deferred at this time.

OPERATING BUDGET AND LIFE CYCLE IMPACT

There is no incremental operating budget impact and no life cycle impact.

ENVIRONMENTAL CONSIDERATIONS

N/A

#28

**STAFF AWARD REPORT**

To:	Andy Taylor, Chief Administrative Officer
Award:	032-R-19 - Consulting Engineering Services for a Municipal Class Environmental Assessment Study for the Markham Centre Trails
Date:	August 20, 2019

BID INFORMATION

Bid closed on	July 23, 2019
Number picking up bid document	10
Number responding to bid	5

BACKGROUND

To obtain approval to award the contract for consulting engineering services for a municipal class environmental assessment (MCEA) study for the Markham Centre Trails along the Rouge River valley from Apple Creek Boulevard to Main Street Unionville. The study will address issues related to the management and patterns of use of the Rouge River and its tributaries, Apple Creek and Beaver Creek including a proposed trail system, pedestrian crossings, public access and linkages to existing road networks. The study will also implement the objectives of the Markham Centre Greenland's Master Plan related to natural and cultural heritage, environmental and ecological restoration, recreation and First Nations involvement and management.

The study will commence in September 2019 and anticipated to be completed by December 2020.

RECOMMENDATION

Recommended Bidder	R.J. Burnside & Associates Limited (highest ranked / lowest priced bidder)	
Current budget available	\$363,300.00	083-5350-19041-005 Markham Centre Trails EA Study
Less cost of award	\$317,134.89 \$ 31,713.49 \$348,848.38 \$ 44,861.80 \$393,710.18	Award (Incl. of HST) * Contingency @ 10% Cost of Award (Incl. of HST) Internal Management Fee Total Project Cost
Budget remaining after award	(\$ 30,410.18)	**

*The award includes an allowance for geotechnical investigation to determine existing subsurface conditions of the study area.

**The budget shortfall in the amount of \$30,410.18 will be funded from the Engineering Capital Contingency account. Staff negotiated with the highest ranked and lowest priced bidder and was successful in reducing the hourly rates of key personnel, which resulted in a cost reduction of \$21,977.47 (6.48%).

PROPOSAL EVALUATION

The evaluation was based on pre-established evaluation criteria as outlined in the Request for Proposal: 5% qualifications and experience of the consulting firm, 15% qualifications and experience of the project manager and team, 15% demonstrated understanding of the project, 35% methodology, schedule and work plan and 30% price, totaling 100%.

Bidder	Score (%)
R.J. Burnside & Associates Limited	92

Note: Prices ranged from \$317,134 to \$691,276 (Incl. of HST).

Staff is recommending the highest ranked / lowest priced bidder as their proposal demonstrated a good understanding of the project requirements and provided a good methodology and work plan.

OPERATING BUDGET AND LIFE CYCLE IMPACT

There is no incremental impact to the operating budget and Life Cycle Reserve Study.

ENVIRONMENTAL CONSIDERATIONS

N/A

#29

**STAFF AWARD REPORT**

To:	Andy Taylor, Chief Administrative Officer
Award:	080-R-19 Consulting Engineering Services for Erosion Restoration
Date:	May 24, 2019

BID INFORMATION

Bid closed on	April 26, 2019
Number picking up document	9
Number responding to bid	5

BACKGROUND

To obtain approval to award the contract for consulting engineering services for the detailed design, tender preparation, construction administration and inspection services at six (6) erosion sites by German Mills Creek, Rouge River, and East Don River.

The detailed design will be completed by Fall 2019 with construction to be completed by Fall 2020.

RECOMMENDATION

Recommended bidder	Resilient Consulting Corporation (highest ranked / lowest priced bidder)	
Current budget available	\$112,240.00	750-101-5699-19232 Erosion Restoration Program
Less cost of award	\$101,439.20	Cost of Award
	<u>\$ 10,143.92</u>	Contingency (10%)
	\$111,583.12	Total Award (Inclusive of HST Impact)
Budget remaining after award	\$ 656.88	*

*The remaining balance of \$656.88 will be returned to the original funding source.

PROPOSAL EVALUATION

The evaluation was based on pre-established evaluation criteria as detailed in the Request for Proposal: 10% for experience/past performance, 5% for bidder's experience in similar/related projects, 25% for qualification and experience of the project manager and team, 30% for project delivery and project understanding, and 30% for price, totaling 100%.

Bidder	Score
Resilient Consulting Corporation	93.7

*Bid prices ranged from \$101,439.20 to \$336,311.71.

OPERATING BUDGET AND LIFE CYCLE IMPACT

There is no incremental impact to the operating budget impact and life cycle reserve study.

ENVIRONMENTAL CONSIDERATIONS

Erosion restoration reduces downstream sedimentation and improves water quality and fish habitat while contributing to a sustainable, healthy ecosystem that is in line with the City's Greenprint initiative.

#30

**STAFF AWARD REPORT**

To:	Andy Taylor, Chief Administrative Officer
Award:	122-R-19 Consulting Services for a Traffic Safety Audit
Date:	August 21, 2019

BID INFORMATION

Bid closed on	July 18, 2019
Number picking up bid document	11
Number responding to bid	7

BACKGROUND

To obtain approval to award the contract for consulting services for a traffic safety audit. The audit will be completed by June 2020.

RECOMMENDATION

Recommended bidder	CIMA Canada Inc. (Highest Ranked / 2 nd lowest priced bidder)	
Current budget available	\$192,900.00	640-101-5699-19051 Traffic Safety Audit
Less cost of award	\$139,105.92	Detailed Design (Incl. of HST)
	<u>\$ 13,910.59</u>	Contingency @ 10%
	\$153,016.51	Cost of Award (Incl. of HST)
	<u>\$ 21,361.98</u>	Internal Management Fee
	\$174,378.49	Total Project Cost
Budget remaining after award	\$ 18,521.51	*

*The remaining budget will be returned to the original funding source.

PROPOSAL EVALUATION

The evaluation was carried out using a two-stage evaluation process to ensure bidders had the requisite skills and experience to carry out the traffic safety audit. Under stage one bidders were assessed against pre-established evaluation criteria as outlined in the bid document: 10% qualifications and experience of the consulting firm, 20% qualifications and experience of the project manager and team and 40% project understanding, methodology, schedule and work plan. Bidders that met the technical threshold as identified in the Bid document proceeded to stage two for price evaluation, which was evaluated out of 30%, totaling 100%.

Bidder	Score
CIMA Canada Inc.	94.98

Two bidders met the technical threshold and advanced to stage two-price evaluation. The prices ranged from \$119,160 to \$139,105 (Incl. of HST). Staff is recommending the highest ranked /second lowest priced bidder as their proposal best demonstrated their experience and capability to undertake projects of a similar size and scope. They have a strong understanding of the project requirements and provide the most advanced and detailed methodology with a realistic work plan. The company has completed numerous projects directly related to the scope of this study. The team assigned to the project is highly qualified and specialized in conducting comprehensive network safety audits.

OPERATING BUDGET AND LIFE CYCLE IMPACT

There is no incremental impact to the operating budget and Life Cycle Reserve Study.

ENVIRONMENTAL CONSIDERATIONS

N/A

#31

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

To:	Andy Taylor, Chief Administrative Officer
Re:	025-R-19 Consulting Engineering Services for the Detailed Design of Four Erosion Restoration Sites within the City of Markham
Date:	May 9, 2019

BID INFORMATION

Bid closed on	March 20, 2019
Number picking up bid document	13
Number responding to bid	9

BACKGROUND

To obtain approval to award the contract for consulting engineering services for the detailed design and tender preparation of the following four erosion sites;

- Rouge River (R-ES-45)
- Mount Joy (MJ-ES-05)
- Mount Joy (MJ-43/MJ-48)
- German Mills Creek (GMC-13/GMC-57)

The detailed design will be completed by February 2020 with construction to commence in Spring 2020.

RECOMMENDATION

Recommended Bidder	Aquafor Beech Limited (highest ranked / 4th lowest priced bidder)	
Current budget available	\$251,400.00	640-101-5699-19032 Downstream Improvements Program
Less cost of award	\$ 99,439.87 \$ 54,449.74 <u>\$ 15,388.96</u> \$169,278.57 \$ 23,313.43 \$ 10,000.00 <u>\$ 15,000.00</u> \$ 217,592.00	Detailed Design (Incl. of HST) Provisional Item * Contingency @ 10% Cost of Award (Incl. of HST) Internal Management Fee Allowance for additional geotechnical investigation ** Permits Fees Total Project Cost
Budget remaining after award	\$ 33,808.00	***

*The provisional item is for the consultant to provide contract administration and inspection services.

** The allowance is for the additional geotechnical investigation to determine the existence of soil contamination.

***The remaining budget will be returned to the original funding source.

PROPOSAL EVALUATION

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 understanding, methodology, schedule and work plan and 30% price, totaling 100%.

Bidder	Score
Aquafor Beech Limited	86.16

Note: Prices ranged from \$90,695 to \$250,891 (Incl. of HST) for detailed design and contract administration and inspection services.

Staff is recommending the highest ranked/fourth lowest priced bidder as their proposal demonstrated their experience and capability to undertake projects of similar size and scope. They have a good understanding of the project requirements and provided a good methodology and work plan.

025-R-19 Consulting Engineering Services for the Detailed Design of Four Erosion Restoration Sites within the City of Markham **Page 2 of 2**

PROPOSAL EVALUATION (Continued)

The lowest priced bidder did not provide a strong technical proposal, additionally; their submission reflected a 3-week construction period whereas the construction estimate for these four sites is 10 weeks based on previous projects. The low bidder's submission of a 3-week construction period drastically underestimated the time commitment for the contract administration and inspection services. All other bid prices were in line with the recommended bidder.

OPERATING BUDGET AND LIFECYCLE IMPACT

The Operating budget for the operating cost and its life cycle impact will be determined by the Operations Department once design is complete and prior to construction.

The cost estimate for the construction of these erosion sites was estimated to be \$594,200.

ENVIRONMENTAL CONSIDERATIONS

The environmental permitting agencies will be consulted during the detailed design stage of this project. The erosion restoration will improve the condition of the existing watercourses and provides overall benefit to fish habitats.

#32

**STAFF AWARD REPORT**

To:	Brenda Librecz, Commissioner, Community & Fire Services
Award:	075-T-19 Supply and Delivery of Station Wear for Firefighters
Date:	May 23, 2019

BID INFORMATION

Bid closed on	May 16 , 2019
Number picking up bid document	3
Number responding to bid	1*

*The bid document specified Nomex material for the station wear or an alternative manufacturer who can provide an equivalent that would be acceptable to the City. There are couple of vendors who can provide Nomex material station wear, however, they stated they are not competitive in the Ontario market. Another company had an alternative material, however, they failed to submit a bid.

BACKGROUND

Firefighter protective clothing and uniforms are provided as required under the collective agreement with the Markham Professional Firefighters Association. Each new firefighter is provided with a full “kit” in accordance with the agreement, as follows: four (4) shirts, four (4) pairs of pants and one (1) set of coveralls. These items are replaced on an “as necessary” basis. These items are worn by firefighters at stations, under bunker gear when firefighters are responding to calls and utilized for training.

All station wear provided under this contract is certified to meet or exceed the specifications as set out in the National Fire Protection Association (NFPA) 1975-2019 edition for both base requirements and flame resistant (FR) requirements. Nomex station wear is flame resistant, moisture regain is 4.5%, published wear life is 4 to 6 years, thermal protection is 30-40% (predicted burn injuries). Markham Fire and Emergency Services has worn Nomex station wear for more than 25 years and the garments have proven to meet and in most cases, exceed wear expectations.

RECOMMENDATION

Recommended bidder	Safedesign Apparel Ltd. (sole bidder)	
Current budget available	\$ 15,317.85	067-6150-19097-005 Replacement Due to Staff Retirements
	\$ 34,429.16	420-599-4260 Uniforms
	\$ 49,747.01	Total Budget Available
Less cost of award	\$ 49,747.01	Year 1 (July 20, 2019 – July 19, 2020 Inclusive of HST)*
	\$ 53,228.52	Year 2 (July 20, 2020 – July 19, 2021 Inclusive of HST)*
	\$ 56,955.26	Year 3 (July 20, 2021 – July 19, 2022 Inclusive of HST)*
	\$ 60,941.40	Year 4 (July 20, 2022 – July 19, 2023 Inclusive of HST)*
	\$220,872.19	Total cost of award (2019 – 2023)
Budget remaining after this award	\$ 0.00	**

* The term of the contract is for four (4) years starting from July 20, 2019. The vendor has provided fixed prices for years 1 to 4 based on the estimated quantities required for these years. The cost of the award includes the supply, on-site measurement/fitting, altering and delivery of the items. Years 2020-2023 are subject to Council approval of the annual budget. **Staff recommend receiving approval to award the contract to the full budget amount since station wear replacement is on an “as necessary” basis.

OPERATING BUDGET AND LIFE CYCLE IMPACT

There is no incremental impact to the operating budget and life cycle Reserve Study.

ENVIRONMENTAL CONSIDERATIONS

Items of clothing are replaced on an “as needed” basis, which decreases the amount of issued items annually. Firefighters exchange an item after a condition assessment by the Platoon or District Chief. Items that are deemed suitable for replacement are either recycled or donated to fire departments outside of North America that have no capacity to provide protective station wear to their firefighters.

#33

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

To:	Andy Taylor, Chief Administrative Officer
Re:	137-S-19 Greenhouse Gas (GHG) Assessment
Date:	June 7, 2019

BACKGROUND

On April 16th, 2019, the Council approved the shared funding allocation between the Government of Canada and City of Markham under the Disaster Mitigation & Adaptation Fund (DMAF), where the Government of Canada contributes 40% and Markham contributes 60% of the funding for the following projects under the City's Flood Control Program, for a total amount of \$121,600,000.00:

- 1) West Thornhill Flood Control Implementation (Phases 3 & 4)
- 2) Don Mills Channel
- 3) Thornhill Community Centre & Glynnwood Storm Sewer Upgrades

Per draft Conditions of the Agreement, a completed Greenhouse Gas (GHG) Assessment is required for the aforementioned projects, in order to qualify for funding under the DMAF program.

RECOMMENDATION

Recommended Bidder	Cole Engineering Group Ltd (Non-Competitive Procurement)	
Current budget available	\$55,968.00	58-6150-18279-005 West Thornhill Flood Control Implementation – Phase 2C Construction
Less cost of award	\$50,880.00	Award
	<u>\$ 5,088.00</u>	Contingency (10%)
	\$55,968.00	Total Cost of Award
Budget Remaining after this award	\$ 0	*

*40% of any costs incurred to complete the required GHG Assessment is reimbursable through the DMAF program. Funds will be transferred back to project 18279 upon receipt of reimbursement.

Staff further recommends

That the tendering process be waived in accordance with Purchasing By-Law 2017-8, Part II, Section 11.1 Non Competitive Procurement, item 1 item (h) which states, "Where it is necessary or in the best interests of the City to acquire non-standard items or Consulting and Professional Services from a supplier who has a proven track record with the City in terms of pricing, quality and service."

OPTIONS/ DISCUSSION

Staff recommend waiving the City's Tender process due to the following rationale:

Proven Track Record & Technical Expertise

Cole's proposed project team includes strong and experienced staff members and has proven track record in completing several GHG projects for different kind of facilities in a timely manner.

The proposed project manager has over 15 years of experience in GHG reports for various public agencies, including Regional Municipality of Halton's six (6) wastewater treatment facilities, Regional Municipality of Niagara's wastewater treatment plants and landfill sites, City of Brantford wastewater treatment plant and sanitary landfill, City of Toronto Greenlane Landfills, Markham District Energy.

Timing

As the implementation of the Flood Control Projects being funded by DMAF is to begin in 2020, it is in the City's best interest that this pre-requisite assessment be completed as soon as possible and prior to project implementation, such that project commencement and funding are not delayed. The GHG Assessment is expected to take a minimum of seven (7) months to complete. If this study is awarded through the Request for Proposal (RFP) process, the study

137-S-19 Greenhouse Gas (GHG) Assessment**Page 2 of 2**

may not be completed in time to abide by the schedule for implementation of the respective Flood Control Projects in 2020.

Price Competitiveness Staff confirmed that the proposed project schedule and unit rates are reasonable.

FINANCIAL CONSIDERATIONS

Project 18279 “West Thornhill Flood Control Implementation – Phase 2C Construction” is 70% complete and currently has \$55,968.00 of remaining uncommitted funds due to a reduction in the requirement for contract contingency.

Staff recommend changing the scope of project #18279 to include a GHG assessment for upcoming Flood Control Program, utilizing the uncommitted funds of \$55,968.00.

As per the Capital Budget Control Policy, section 5.7. A request to change the scope of an approved capital project requires approval from the CAO.

OPERATING BUDGET AND LIFE CYCLE IMPACT

There is no incremental impact to the Operating budget and the Life Cycle Reserve Study.

ENVIRONMENTAL CONSIDERATION

A GHG Assessment, in compliance with the ISO 14064-2 specifications, will provide meaningful insight into the degree to which the project is able to reduce GHG emissions. Any potential GHG emission reductions that are achieved by the proposed projects will assist Canada’s commitment to lower GHG emissions by 30% below 2005 levels by 2030.

#34

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

To:	Andy Taylor, Chief Administrative Officer
Re:	251-S-18 Community Energy Plan Modelling Tool for the North District
Date:	May 9, 2019

BACKGROUND

To obtain approval to award the contract for the development of the Community Energy Plan (CEP) modelling tool to evaluate energy and emissions in the Future Urban Area, now known as the North District (ND). City staff from Planning & Urban Design, Engineering and Sustainability & Asset Management have been working with York Region staff, ND landowners and developers to develop a process to complete the pilot Community Energy Plan for the ND, a new component for all Secondary Plans. It was agreed by all stakeholders that a modelling tool will help to identify energy and emissions opportunities and goals for the CEP.

The modelling tool will:

- Analyze and recommend the energy and greenhouse gas (GHG) emissions targets for the North District
- Improve alignment of CEPs with the requirements of the Municipal Energy Plan (MEP), York Region Official Plan (2016) and the City's Official Plan (2014). Requirements include:
 - o Minimize the use of electricity, natural gas and gasoline consumption and resulting GHG emissions through compact urban design;
 - o Address energy-efficient building operation, design and construction; and,
 - o Identify opportunities for on-site energy generation, district energy and renewable energy options
- Improve accuracy and speed of CEP approval within the proposed Secondary Plan review

The scope of work includes:

- Data collection and processing from City and stakeholders
- Model development
- Energy and emissions analysis for each of the four Secondary Plans within the ND
- Reporting on methods, assumptions analysis and recommendations for each of the Secondary Plans
- Staff training on the use of the tool

The pilot project will commence upon award and be completed in 4 months.

RECOMMENDATION

Recommended bidder	Sustainability Solutions Group "SSG" (Non-competitive procurement)	
Current budget available	\$145,000.00	270-101-5399-14065 Integrated Community Energy Plan*
Less cost of award	\$131,728.32	Consultation & Modelling Tool
	\$ 13,271.68	Contingency
	\$145,000.00	Total Cost of Award (inclusive of HST)
Budget remaining after this award	\$ 0.00	

*The budget is funded by external developer fundings

Staff further recommends that the City's Tender process be waived in accordance with Purchasing By-Law 2017-18, Part II, Section 11.1 (h) which states "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/DISCUSSION

The CEP is a new requirement for Secondary Plans. Energy modelling for each new community will include the development of energy and emissions optimization scenarios to inform CEP targets. ND stakeholders and City staff agreed to pioneer the development of the modelling tool. Utilizing the current draft CEP, Secondary Plans and Community Design Plans available, the modelling tool will estimate the potential energy and emissions reduction within each of the four Secondary Plans within the ND. The use of the tool can be potentially expanded to review other Secondary Plans submitted for other community areas in the future.

251-S-18 Community Energy Modelling Tool for the Future Urban Area**Page 2 of 2****OPTIONS/DISCUSSION (Continued)**

Staff recommend waiving the City's Tender process due to the following rationale:

Proven Track Record

SSG was awarded the contract to develop Markham's MEP in 2015 (017-R-15) as the highest ranked and lowest priced supplier through a competitive bid process. Staff is satisfied with the level of service, professionalism and technical expertise provided by the supplier. SSG has also successfully completed CEP related work for other public organizations.

Technical Expertise

Founded in 2001, SSG has established itself as a leader of community energy planning in Canada, with a key focus area of integrated community energy systems.

Qualifications of Project Team

The proposed lead consultant is SSG's Principal with 15 years of experience in modelling energy and emissions trajectories for more than 40 municipalities, including Region of Durham, City of Edmonton and City of Toronto. He has served as technical advisor to 1000 cities for carbon freedom with the United Nations Development Programme (UNDP), advisor to the United Nations Environment Programme (UNEP) and as an active participant in United Nations Framework Convention on Climate Change (UNFCCC) negotiations.

The proposed project team includes strong and experienced staff members with qualifications in the practice of strategic planning, stakeholder and public consultation, energy and environmental consulting, energy conservation and demand management, scenario analysis, forecasting, custom modelling, energy planning, integrated resource recovery, sustainability, local improvement charges and social equity.

Niche Market

As reflected in the City's previous bid results in 2015, of the 3 consulting companies that submitted a bid, only 1 met the technical threshold and specializes in this field of work.

Cost Savings, Efficiency & Interchangeability

The experience and knowledge gained by SSG through the MEP development can be applied and transferred to this project. Cost savings and efficiencies are expected through knowledge transfer and minimizing any duplication of efforts and costs that would be associated with engaging another consultant.

All of the proposed staff have previously worked on the development of the City's MEP and are familiar with the milestone targets the City needs to reach in order to meet the net zero emissions objective by 2050.

Price Competitiveness

Staff negotiated with SSG a 6% or \$8,853.12 cost reduction from the original bid price (\$140,581.44) as allowed under the Purchasing By-Law. Staff confirmed that the proposed project schedule and unit rates are reasonable.

FINANCIAL CONSIDERATIONS

The ROPA 3 Landowners Group Inc. agreed to fund the modelling exercise to a maximum of \$145,000, in accordance with the North Markham Development Area – Future Urban Area Expansion and Master Plan Funding, Credit And Reimbursement Agreement dated March 25, 2014. Senior staff from Finance, Engineering, Planning & Urban Design and Sustainability & Asset Management departments have been involved in this agreement.

OPERATING BUDGET AND LIFE CYCLE IMPACT

There is no incremental impact to operating budget. There is no incremental life cycle impact.

ENVIRONMENTAL CONSIDERATIONS

The residential sector has proven to be the largest consumer of energy and producer of GHG emissions among other sectors, based on the analysis in City's MEP. As such, development in the North District represents a key opportunity to make significant gains in support of the MEP objective of Net Zero emissions by 2050 and the Greenprint's Energy & Climate priority.

#35

**STAFF AWARD REPORT**

To:	Trinela Cane, Commissioner of Corporate Services
Award:	061-T-19 LED Lighting Retrofit at Unionville Library
Date:	May 16, 2019

BID INFORMATION

Bid closed on	April 25, 2019
Number picking up document	9
Number responding to bid	3

BACKGROUND

To replace existing metal halide lighting with energy efficient LED fixtures. The project will be completed by October 31, 2019.

RECOMMENDATION

Recommended bidder	Energy Network Services Inc. (lowest priced bidder)	
Current budget available	\$ 71,500.00	270-101-5399-18094 Library Facility Improvements
	<u>\$ 50,900.00</u>	270-101-5399-19089 Unionville Library LED Light Upgrade
	\$122,400.00	Total Budget Available
Less cost of award	\$110,890.31	Cost of Award*
	<u>\$ 11,089.03</u>	Contingency (10%)
	\$121,979.35	Total Cost of Award (Inclusive of HST)
Budget remaining after this award	\$ 420.65	**

*Bid Price includes a cash allowance of \$17,299.20 for electrical works (such as wiring modifications, breakers, rough-in items) to accommodate the new lighting and to comply with current codes. Four lighting configurations were solicited in the tender. The option recommended by the consultant and library staff provides the most value in terms of design attributes, improvements in lighting level, energy efficiency, architectural compatibility and aesthetics.

**The remaining balance of \$420.65 will be returned to the original funding source (19089).

OPERATING BUDGET AND LIFECYCLE IMPACT

The design of the new lighting will achieve a 52% increase in light levels, while reducing electrical consumption by 36%, thereby realizing a net reduction to the operating budget. Upgraded LED lights have a useful life of 25 years.

ENVIRONMENTAL CONSIDERATIONS

Replacing the less efficient lights with high efficiency LEDs will achieve energy savings of 36%. Existing light fixtures will be properly sorted and recycled.

#36

**STAFF AWARD REPORT**

To:	Andy Taylor, Chief Administrative Officer
Award:	101-T-19 Supply and Delivery of One (1) Articulated Sidewalk Tractor
Date:	August 1, 2019

BID INFORMATION

Bid closed on	July 24, 2019
Number picking up bid document	4
Number responding to bid	3*

*One bidder was disqualified as they did not meet the mandatory specifications.

BACKGROUND

The vehicle being procured is for winter maintenance operations and is for the replacement of unit 1430. The old unit 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).

RECOMMENDATION

Recommended bidder	Cubex Ltd. (lowest priced bidder)	
Current budget available	\$188,535.00	057-6150-19207-005 Corporate Fleet Replacement
Less cost of award	\$152,365.25	Total cost of award (Inclusive of HST)
Budget remaining after this award	\$ 36,169.75	*

*The balance remaining of \$36,169.75 will be returned to the original funding source.

OPERATING BUDGET AND LIFE CYCLE IMPACT

There is no incremental impact to the operating budget as the vehicle being purchased is replacing an existing unit. The Life Cycle Reserve Study will be updated accordingly.

ENVIRONMENTAL CONSIDERATIONS

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

#37

**STAFF AWARD REPORT**

To:	Andy Taylor, Chief Administrative Officer
Award:	143-T-19 Supply and Delivery of Three (3) Compact 4x4 Tractors
Date:	August 1, 2019

BID INFORMATION

Bid closed on	July 24, 2019
Number picking up bid document	5
Number responding to bid	3*

*Two bidders were disqualified as they did not meet the mandatory specifications.

BACKGROUND

The vehicles being procured are for winter maintenance operations and are for the replacement of units 1440, 3433 and 4500. The old units will be sold upon delivery of the new units 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).

RECOMMENDATION

Recommended bidder	Hutchinson Farm Supply Inc. (lowest priced bidder)	
Current budget available	\$161,200.00	057-6150-19207-005 Corporate Fleet Replacement
Less cost of award	\$156,442.51	Total cost of award (Inclusive of HST)
Budget remaining after this award	\$ 4,757.49	*

*The balance remaining of \$4,757.49 will be returned to the original funding source.

OPERATING BUDGET AND LIFE CYCLE IMPACT

There is no incremental impact to the operating budget as the vehicles being purchased are replacing existing units. The Life Cycle Reserve Study will be updated accordingly.

ENVIRONMENTAL CONSIDERATIONS

The units in this award utilize the most current technology, reducing overall engine emissions.

#38

**STAFF AWARD REPORT**

To:	Morgan Jones, Director, Operations
Award:	153-T-19 Court Resurfacing and Rebuilding
Date:	August 20, 2019

BID INFORMATION

Bid closed on	August 7, 2019
Number picking up bid document	4
Number responding to bid	3

BACKGROUND

To obtain approval to award the contract to resurface/rebuild the following courts:

Resurface:

- Wismer Basketball Court
- Bayview Glen Tennis Courts 1 & 2

Rebuild:

- Bayview Lane Basketball Court

RECOMMENDATION

Recommended bidder	Court Contractors Ltd. (lowest priced bidder)	
Current budget available	\$141,922.00	059-6150-19188-005 Court Resurfacing/Reconstruction
Less cost of award	\$68,484.48	
Budget remaining after this award	\$73,437.52	*

* The remaining budget in the amount of \$73,437.52 will be returned to the original funding source. Bayview Glen tennis courts require resurfacing instead of rebuilding based on the condition assessment resulting in a favourable budget remaining.

OPERATING BUDGET AND LIFE CYCLE IMPACT

There is no incremental impact to the operating budget and the Life Cycle Reserve Study will be reviewed based on this award.

ENVIRONMENTAL CONSIDERATIONS

Resurfacing of the tennis courts uses a penetration lift process which is environmentally friendlier than hotmix asphalt. All the material is reconstructed on site therefore eliminating any need to dispose of material. Liquid asphalt is also applied at a lower temperature reducing energy costs to heat material. There is a reduction in large trucking and machinery requirements and the overall footprint is lower carbon.

#39

**STAFF AWARD REPORT**

To:	Morgan Jones, Director, Operations
Award:	172-Q-19 Supply and Install Street Planters (Markham Main Street)
Date:	August 23, 2019

BID INFORMATION

Bid closed on	August 20, 2019
Number picking up bid document	7
Number responding to bid	6

BACKGROUND

The recommendation in this report is the supply and installation of street planters on Markham Main Street.

RECOMMENDATION

Recommended bidder	Pine Valley Corporation (lowest priced bidder)	
Current budget available	\$81,400.00	059-6150-18334-005 Main Street Markham Streetscape
Less cost of award	\$66,144.00	Cost of Award (Inclusive of HST)
	<u>\$ 6,614.40</u>	Contingency (10%)
	\$72,758.40	Total cost of award (inclusive of contingency and HST)
Budget remaining after this award	\$ 8,641.60	*

*This project is funded by the Ontario grant for main street revitalization initiatives. The balance remaining of \$8,641.60 will be used for other Markham main street revitalization work as budgeted in this project.

The Work is expected to be completed by October 31, 2019.

OPERATING BUDGET AND LIFE CYCLE IMPACT

These natural stone planters will replace existing wooden planters on Markham Main Street. There is no incremental impact to the operating budget and Life Cycle Reserve Study.

ENVIRONMENTAL CONSIDERATIONS

All materials removed will be recycled where possible including wood, soil and concrete.

#40

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

To:	Andy Taylor, Chief Administrative Officer
Re:	051-R-07 External Audit Services, Contract Extension
Date:	July 22, 2019

BACKGROUND

The purpose of this report is to obtain approval to extend contract 051-R-07 “External Audit Services” for one (1) year at the agreed upon 2019 itemized pricing.

This contract is for an external auditor to carry out the examination, review and audit of the financial records and statements of: The Corporation of the City of Markham, including Trust Funds and the Markham Public Library.

RECOMMENDATION

Recommended Supplier	KPMG LLP Chartered Accountants (Non-Competitive Procurement)	
Current Budget Available	\$ 96,190.00	See Financial Considerations
Less Cost of Award	\$ 90,362.88	2019 Audit Year (Inclusive of HST)
Budget Remaining after this award	\$ 5,827.12	*

*The remaining balance of \$5,827.12 will be included as part of the 2019 year end results of operations.

In addition, and on behalf of the following business associates: Markham Enterprises Corporation (MEC), Markham District Energy Inc. (MDEI), Old Markham Village Business Improvement Area (MBIA), Unionville Business Improvement Area (UBIA), Varley-McKay Art Foundation, and ventureLAB, the City has negotiated one (1) year contract extensions for the examination, review and audit of their financial records and statements. The contract, budget and payment for services rendered is the sole responsibility of each business entity.

Staff further recommend:

That the tendering process be waived in accordance with Purchasing By-Law 2017-8, Part II, Section 11.1, (c) which states “when the extension of an existing contract would prove more cost-effective or beneficial” & (h) where it is necessary or in the best interests of the City to acquire non-standard items or Consulting and Professional Services from a preferred supplier or from a supplier who has a proven track record with the City in terms of pricing, quality and service.

DISCUSSION

Below is the cost comparison for the provision of external audit services to the City and business associates between 2018 and the fees proposed by KPMG for the 2019 financial audit period. The comparison shows that the City’s fees (including Trust Funds and Markham Public Library) will increase in 2019 by 2.54 per cent over 2018.

	2018	2019	% Incr.
City of Markham (including HST Impact)			
City of Markham (incl. Trust Funds)	\$78,864	\$80,899	
Markham Public Library	<u>\$9,260</u>	<u>\$9,464</u>	
City Total, Including HST Impact	\$88,124	\$90,363	2.54%
Audit Fees Paid by Respective Business Associate (Excluding HST)			
Markham Enterprises Corporation	\$25,000	\$26,500	6.00%
Markham District Energy Inc.	\$20,500	\$22,000	7.32%
Old Markham Village Business Improvement Area	\$1,950	\$2,000	2.56%
The Friends of the Markham Museum Foundation	\$1,950	\$2,000	2.56%
Unionville Business Improvement Area	\$1,950	\$2,000	2.56%
Varley-McKay Art Foundation	\$1,950	\$2,000	2.56%
Venture LAB	\$3,500	\$3,600	2.86%

051-R-07 External Audit Services - Contract Extension**Page 2 of 2****DISCUSSION (Continued)**

KPMG has consistently provided valuable audit and consulting services relating to Public Sector Accounting Board (PSAB) conformance and methodologies and recording of financial activities in the financial statements. At no additional charge, KPMG readily avails themselves to the City and its associates throughout the year, whenever their expertise is required. KPMG was instrumental in providing advice and guidance throughout the series of hydro corporation mergers ending with the dissolution of PowerStream Inc. and the formation of Alectra Utilities.

Over the past several years, there have been many changes to public sector accounting standards. Some more recent examples include accounting for contaminated sites, related party disclosures and inter-entity transactions. As public sector accounting is ever-changing, moving closer to private sector standards, it is critical that business relationships and audit continuity be maintained. Otherwise, several months of extra time and effort would be required to introduce a new audit firm to the City's policies and procedures and in many instances the work that has already been done would have to be repeated.

On behalf of the City's associated companies, the impact of a change to a new audit firm would be challenging, particularly for MEC and MDEI, where audit requirements have become increasingly more complex and the number of financial transactions flowing through each continues to increase. As such, more substantial fee increases are proposed for MEC and MDEI, and have been pre-approved by the organizations. Nominal fee increases are proposed for the remaining business associates.

FINANCIAL CONSIDERATIONS

Account #	Description	Budget Available	Budget Allocated for this Award	Cost of Award	Budget Remaining
410-4455610	External Audit Fees - Finance	\$70,690.00	\$70,690.00	\$64,399.20	\$6,290.80
760-9985610	External Audit Fees - Waterworks	\$16,500.00	\$16,500.00	\$16,500.00	\$0.00
998-1005610	External Audit Fees - Library	\$9,000.00	\$9,000.00	\$9,463.68	(\$463.68)
Total		\$96,190.00	\$96,190.00	\$90,362.88	\$5,827.12

OPERATING BUDGET AND LIFE CYCLE IMPACT

The remaining balance of \$5,827.12 will be included as part of the 2019 year end results of operations. There is no life cycle impact.

ENVIRONMENTAL CONSIDERATION

N/A

#41

**STAFF AWARD REPORT**

To:	Andy Taylor, Chief Administrative Officer
Award:	014-S-13 Contract Extension, Maintenance and Support Services (Click Charges) for MFDs/Single Purpose Xerox Printers
Date:	July 18, 2019

BACKGROUND

To obtain approval to extend the contract for nineteen (19) months for the Maintenance and Support Services (Click Charges) for MFDs/Single Purpose Xerox Printers through the Ontario Public Sector Users Print Imaging Technology Services Agreement, on an as required basis at the same rate as the current contract (2014 rates).

RECOMMENDATION

Recommended bidder	Compugen Inc. through Ontario Provincial Government (non-competitive procurement)	
Current budget available	\$ 67,667.00	City-Wide Operating Budget
Less cost of award	\$ 67,667.00 <u>\$116,000.00</u> \$184,000.00	Jun. 2019 – Dec. 2019 Jan. 2020 – Dec. 2020 * Total Award (Inclusive of HST)*
Budget remaining after this award	\$ 0.00	

*Subject to Council approval of the annual operating budget.

Note: “**Click Charges**” means the cost per page charged by the vendor for toner and maintenance kit. Charges include black and white and colour toners, maintenance and support services.

Printer specific rate per click: Colour: \$0.07500 - \$0.11224; Black & White: \$0.00670 - \$0.02436

Staff further recommends:

That the tendering process be waived in accordance with Purchasing By-Law 2017-8, Part II, Section 11.1 (c) ” when the extension of the 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 Professional Services from a supplier who has a proven track record with the City in terms of pricing, quality and service”

OPTIONS / DISCUSSIONS

In 2013, Staff awarded the contract to retain for the provision of supply, install, and support and maintenance services of Multi-Function Devices and Single Purpose Printers through the Ontario Public Sector Users Print Imaging Technology Services Agreement. The current contract provides for a full warranty and support model, which includes a dedicated customer service representative assigned to the City’s account and maintenance in the form of monthly Click Charges. Maintenance includes the supply and disposal of ink toners, periodic maintenance (which includes all parts and labour), firmware upgrades and programming; loaner equipment; mission critical spare inventory; next business day on-site replacements or repair, all related shipping / logistics costs and local and dedicated support teams.

These devices are due for replacement, and staff have retained an external professional services provider for the review and development of a replacement strategy. The Strategy will include the printer specification suitable for each business unit.

Since the replacement strategy is in progress and will take several months to complete, support and maintenance services is still required to ensure the current level of services received by the City are maintained during this transition.

OPERATING BUDGET AND LIFE CYCLE IMPACT

There is no incremental impact to the operating budget and the Life Cycle Reserve Study

ENVIRONMENTAL CONSIDERATIONS

The contract includes a toner cartridge recycling program.

#42

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

To:	Andy Taylor, Chief Administrative Officer
Re:	069-S-19 Flato Markham Theatre Furniture Replacement
Date:	August 21, 2019

BACKGROUND

Replacement of the public furniture and waste receptacles at the Flato Markham Theatre is warranted based on condition and lifecycle assessment. Existing furniture was purchased in 2008 and will be distributed to various areas within the Markham Civic Centre and Art Gallery. New furniture will include 40 Chairs (4 of which are single seat sofas), 4 couches, 4 ottomans, 22 tables, and 11 waste receptacles.

RECOMMENDATION

Recommended bidder(s)	Office Central (Tables, couches and chairs) Harkel Office (Lower lobby chairs) Busch Systems (Waste receptacles) – Non-competitive	
Current budget available	\$118,990.00	074-6150-19008-005 (Theatre Furniture Replacement)
Less cost of award	\$ 65,393.43 \$ 8,120.45 \$ 6,402.86 <u>\$ 7,991.67</u> \$ 87,908.41	Office Central Award (Inclusive of HST) Harkel Office Award (Inclusive of HST) Busch Systems Award (Inclusive of HST) Contingency (10%) Total Cost of Award (Inclusive of HST)
Budget remaining after this award	\$ 31,081.59	*

*The remaining balance of \$31,081.59 will be returned back to original funding source.

Staff further recommends:

THAT the tendering process be waived in accordance with Purchasing By-Law 2017-8, Part II, Section 11 Non Competitive Procurement, item 1 (c) which states “where there is only one source of supply for the goods to be purchased” and (h) where it is in the best interests of the City to acquire non-standard items from a supplier who has a proven track record with the City in terms of pricing, quality and service.

OPTIONS/DISCUSSIONS

Theatre staff, in consultation with its designer investigated several options for the replacement of the overall public area. During the process, Staff reviewed over 10 different furniture suppliers from 12 showrooms and selected pieces based on price, quality, aesthetic, comfort, functionality and durability.

The furniture selected best meets the theatre’s many applications and multi-purpose utilizing commercial grade furniture to ensure durability and longevity. Staff did not review non-commercial grade product lines from traditional retailers as Leon’s, The Brick and Ikea as these retailers do not provide commercial grade furniture.

Office Central (Distributor) - \$65,393.43

The selected furniture (tables, couches and chairs) are manufactured by Keilhauer and Global furniture. Office Central is the recommended distributor and while there are other distributors who can provide Keilhauer and Global furniture, both our consultant and both manufacturer’s recommend Office Central. Additionally, the City has dealt with Office Central in the past and their quality, performance and service delivery was excellent.

The furniture costs from Keilhauer and Global is \$62,594.18 and the cost from Office Central is \$2,799.24 for a total of \$65,393.43 inclusive of HST. Office Central will manage the supply of the furniture, install/assemble tables and pay Keilhauer and Global directly.

Harkle furniture (Manufacturer) - \$8,120.45

The selected lobby chairs from Harkle best meet the needs of the theatre and compliment the venue. While there are other lobby chairs, Staff determined these lobby chairs provide the best value, quality, aesthetic, comfort, functionality and durability. Under this award, the City is procuring the lobby chairs directly from Harkle.

069-S-19 Flato Markham Theatre Furniture Replacement

Page 2 of 2

Busch Systems (Manufacturer) - \$6,402.86

The selected waste receptacles from Bush Systems best meets the requirement of the Theatre and provide best value, while complementing the venue with a pleasing look.

OPERATING BUDGET AND LIFE CYCLE RESERVE IMPACT

There is no incremental impact to the operating budget and life cycle reserve study.

ENVIRONMENTAL CONSIDERATIONS

The waste receptacle liners are made from 100% post-consumer recycled content.

#43

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

To:	Andy Taylor, Chief Administrative Officer
Re:	158-S-19 Enterprise Mobility Management Solution (VOR # OSS Tender 6718)
Date:	July 18, 2019

PURPOSE

To obtain approval to award a contract to Teramach Technologies Inc. through the Ontario Provincial Government Vendor of Record (VOR # OSS Tender 6718) for an Enterprise Mobility Management solution (EMM) solution to secure 650 mobile devices (such as smartphones, iPads and Bring Your Own Devices – BYOD).

BACKGROUND

The proposed solution (VMware Workspace One EMM, available through the provincial VOR) will replace the current Blackberry Enterprise Server (BES) solution, used by the City, and which will be expiring in August 2019.

EMM is a security software for securing mobile devices and corporate data residing on them that are deployed across multiple mobile service providers and operating systems. The EMM solution allows personal and work data separation, allowing IT to encrypt corporate data and to remote-wipe devices that get compromised.

Having the EMM client installed on mobile devices enables device provisioning and de-provisioning, remote wipe and remote troubleshooting of the mobile devices. It ensures that only trusted devices and users can access enterprise applications such as email services, and access to certain corporate resources securely, with complete separation of corporate and personal data on devices, securing corporate resources while maintaining employee privacy. In addition, it enables users to access their Q drives with copy/paste restriction of corporate data to personal applications.

RECOMMENDATION

Recommended bidder	Teramach Technologies Inc. (non-competitive procurement)	
Current budget available for this item	\$ 18,600.00	049-6150-19277-005 City Wide Smart Phone Replacement
Less cost of award	\$ 18,555.18 \$ 11,221.30 \$ 26,931.13 \$ 26,931.13 \$ 26,931.13 <u>\$ 15,709.82</u> \$126,279.70	Year 1 - Capital Onetime Cost* Year 1 - Aug 2019 to Dec 2019 (Operating)** Year 2 - Jan 2020 to Dec 2020** Year 3 - Jan 2021 to Dec 2021** Year 4 - Jan 2022 to Dec 2022** Year 5 - Jan 2023 to Jul 2023** Total Cost at Time of Award (Inclusive of HST) ***
Budget remaining after award	\$ 44.82	Capital Budget remaining****

* Year 1 one-time cost of the award includes the installation, configuration, deployment, professional services and training

** Recurring annual fees per device subscription license, maintenance and on-going technical support fees. Years 2020 to 2023 will be subject to Council budget approval.

*** The 4-year term reflects a firm and fixed bundled price, to be paid in full, as an upfront fee in Year 1.

**** The remaining balance of \$44.82 will be returned to the original funding sources.

Note: The costs for maintenance and on-going support fees starting Year 1 will be charged to ITS Computer Software Maintenance account, GL #400-404-5461. The operating costs will be allocated on an annual basis.

Staff further recommends

That the tendering process be waived in accordance with Purchasing By-Law 2017-8, Part II section 7 non-competitive procurement item 1 (c) which states “Where it is in the City’s best interest not solicit a competitive bid”.

And

THAT Staff be authorized to amend the purchase order amounts in years 2019 - 2023 to accommodate business needs for the purchase of the additional EMM device subscription licenses through Operating Budgets as approved by Council during the annual budget process.

158-S-19 Enterprise Mobility Management Solution (VOR #NNN-A-19)**Page 2 of 2****OPTIONS/DISCUSSION**

The City of Markham first implemented Enterprise Mobility Management (EMM) in early 2004 as part of the Blackberry devices rollout to City staff. The EMM solution implemented by City was Blackberry Enterprise Server (BES) as it was the only solution available at that time. Currently, there are 498 corporate mobile device users and 100 BYOD users under our BES EEM. In addition, ITS will be converting 150 cellphones to smartphones by end of 2019 to meet business needs.

Modern mobile technologies offer many functional similarities to traditional computer systems — including access to a wide range of enterprise applications and data, as well as additional capabilities particular to mobile computing. This has greatly expanded the value of mobile devices, enabling employees to do their jobs more effectively and efficiently. The loss of a device with potentially sensitive work-related data is a security risk for our organization. Due to this increased demand for mobility and the BYOD trend, a more robust EMM solution needs to be implemented to manage and secure these mobile devices that are accessing corporate information resources.

The Proposed EMM - Workspace One from VMware is a cloud-based solution, listed as a leader in Gartner Magic Quadrant and offering enhanced device protection and additional productivity capabilities as listed below:

- Enhanced security for corporate data by storing the data in an encrypted format.
- Access to corporate e-mail in a more user friendly way on mobile devices
- Secured browser to access corporate web application
- Secured access to collaboration tools such as Skype for business.
- Access Portal for iPads
- Ability to install, track inventory, configure, assign application
- Ability to manage wearable device such as Smart Watch.
- Track data, call and message consumption and automate actions and compliance.

Through the Ontario Provincial Government (VOR #OSS Tender 6718), the City has access to the TeraMach Solution discounted pricing of 51% Off Manufacturer List Pricing (MLP). The recommended award also includes a complete solution with the supply, setup of the hardware/software and a training plan for technical staff. Further, Teramach Technologies is the current vendor for the City's Wireless hardware and support services provided in a separate contract. Combined, this will assist with ensuring a successful deployment and positive transition to the new solution.

OPERATING BUDGET AND LIFE CYCLE IMPACT

There is no incremental impact to operating budget and the Life Cycle Reserve Study.

ENVIRONMENTAL CONSIDERATION

N/A

RECOMMENDED BY:

Joel Lustig
Treasurer

Trinela Cane
Commissioner, Corporate Services