



Report to: General Committee

Meeting Date: May 19, 2020

SUBJECT:	Staff Awarded Contracts for the Months of March and April
PREPARED BY:	Alex Moore, Ext. 4711

RECOMMENDATION:

1. That the report entitled “Staff Awarded Contracts for the Months of March and April” 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 March and April 2020.

BACKGROUND:

The Procurement Bylaw 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	084-T-20 Markham Tennis Clubhouse Winterization & Fire Separation	Lowest Priced Bidder	CS

Number	BMFT Objective	Description	Award Details	Commission
2	Exceptional Services by Exceptional People	039-Q-20 Roof Replacement & Wall Repairs at Museum Collections Building	Lowest Priced Bidder	CS
3	Exceptional Services by Exceptional People	044-T-20 Theatrical Lighting Fixture Replacement at Flato Markham Theatre	Lowest Priced Bidder	DS
4	Exceptional Services by Exceptional People	100-Q-17 Cornell Centre NP & Woodlot Park - Contract Extension	Non-Competitive Bidder	DS

Number	BMFT Objective	Description	Award Details	Commission
5	Safe & Sustainable Community	004-T-20 Parking Lot Lighting Replacement at Milliken CC & 75 Clegg Road	Lowest Priced Bidder	CS
6	Safe & Sustainable Community	007-T-20 Milliken Mills Community Centre West Patio Restoration	Lowest Priced Bidder	C&FS
7	Safe & Sustainable Community	010-T-20 Pathway Renovations and Resurfacing	Lowest Priced Bidder	C&FS
8	Safe & Sustainable Community	011-T-20 Court Resurfacing and Rebuilding	Lowest Priced Bidder	C&FS
9	Safe & Sustainable Community	015-T-20 Curb Box Inspection and Replacement Program	Lowest Priced Bidder	C&FS

Number	BMFT Objective	Description	Award Details	Commission
10	Safe & Sustainable Community	022-T-20 Supply and Delivery of Manhole & Catch Basin Lids, Grates	Lowest Priced Bidder	C&FS

		& Frames and Drainage Hardware		
11	Safe & Sustainable Community	025-T-20 Interlock Repairs	Lowest Priced Bidder	C&FS
12	Safe & Sustainable Community	034-T-20 Consultant to Provide Safety Audit of Playground Equipment	Lowest Priced Bidder	C&FS
13	Safe & Sustainable Community	038-T-20 Recreation Rubber Floor Replacement	Lowest Priced Bidder	C&FS
14	Safe & Sustainable Community	048-T-20 Boulevard and Park Tree Replacement	Lowest Priced Bidder	C&FS
15	Safe & Sustainable Community	063-T-20 Supply and Delivery of Benches and Waste Receptacles	Lowest Priced Bidder	C&FS
16	Safe & Sustainable Community	068-T-20 Hired Gradall with Operator	Lowest Priced Bidder	C&FS
17	Safe & Sustainable Community	076-Q-20 Emergency Boardwalk Repairs	Lowest Priced Bidder	DS
18	Safe & Sustainable Community	221-R-19 Consulting Services for QA/QC of CCTV Inspection Data	Highest Ranked/Lowest Priced Bidder	C&FS
19	Safe & Sustainable Community	009-Q-20 Building Envelope & Structural Review	Highest Ranked/Second Lowest Priced Bidder	CS
20	Safe & Sustainable Community	225-Q-19 Instruction for Golf Camps	Sole Bidder	C&FS
21	Safe & Sustainable Community	001-R-20 Consulting Engineering Services For Underground Streetlight Cable Condition Inspection (2020)	Sole Bidder	C&FS

Number	BMFT Objective	Description	Award Details	Commission
22	Stewardship of Money and Resources	003-Q-20 Consulting Services for Natural Heritage Inventory and Assessment Study	Highest Ranked/Second Lowest Priced Bidder	DS

STAFF AWARD REPORT

To:	Trinela Cane, Commissioner of Corporate Services
Re:	084-T-20 Markham Tennis Clubhouse Winterization & Fire Separation
Date:	April 8, 2020
Commission:	Corporate Services

BID INFORMATION

Bids closed on	April 2, 2020
Number picking up bid documents	5
Number responding to bid	2

BACKGROUND

To obtain approval to award the contract for winterization & fire separation of the Markham Tennis Clubhouse in Reesor Park. This project represents phase 1 of 2 phases. Work includes retrofitting the existing seasonal clubhouse for year round operation in compliance with applicable codes and legislation.

The Work was originally scheduled to complete by May 1, 2020. In order to comply with the latest regulations in response to the COVID-19 pandemic, Staff and the winning bidder have agreed to a conditional schedule where the procurement of required materials will commence upon award (to address long lead items) and on-site work will be permitted as soon as non-essential businesses are permitted to re-open and as approved by Staff.

RECOMMENDATION

Recommended Bidder	DBC&RR Inc. (lowest priced bidder)	
Current budget available	\$263,120.00	070-6150-20295-005 Seasonal Tennis Bubble Clubhouse Winterization and Fire Proofing
Less cost of award	\$132,389.76 <u>\$ 13,238.98</u> \$145,628.74	Cost of award Contingency 10% Total Award (incl. HST impact)
Budget remaining after award	\$117,491.26	*

*The remaining balance of \$117,491.26 will be retained in the project account and any excess at the end of the project will be returned to the funding source.

OPERATING BUDGET AND LIFE CYCLE IMPACT

There is no operating impact to city from this project as tennis club boards are responsible for the operating expenses of the club. The Lifecycle reserve study for the Markham Tennis Club will be updated to include the new requirements resulting from the new building systems being installed.

ENVIRONMENTAL CONSIDERATIONS

The construction materials 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. To heat and cool the facility, an air source heat pump will be utilized; this technology is extremely energy efficient and creates zero emissions, in support of the City's net zero emissions by 2050 goal.

STAFF AWARD REPORT

To:	Trinela Cane, Commissioner, Corporate Services
Re:	039-Q-20 Roof Replacement & Wall Repairs at Museum Collections Building
Date:	March 16, 2020
Commission:	Corporate Services

BID INFORMATION

Bids closed on	March 5, 2020
Number picking up bid documents	16
Number responding to bid	7

BACKGROUND

The project includes roof replacement & wall repairs at Museum Collections Building to address leaks. The work is to be completed by July 3, 2020.

RECOMMENDATION

Recommended Bidder	Sproule Specialty Roofing Limited (lowest priced bidder)	
Current budget available	\$55,000.00	270-101-5399-19085 Roofing Replacement Projects
Less cost of award	\$66,245.76 <u>\$ 6,624.58</u> \$72,870.34	Cost of award Contingency 10% Total Award (incl. HST impact)
Budget remaining after award	(\$17,870.34)	*

*The budget shortfall of \$17,870.34 was mainly due to restricted roof & site access and the amount of insulation to be replaced for LEED building requirements. Staff negotiated with Sproule Specialty Roofing Limited, the lowest priced bidder, a \$1,526.40 or 2% cost reduction from their original bid price (from \$67,772.16 to \$66,245.76), as allowed under the Purchasing By-Law, while still maintaining the same level of project deliverables. The shortfall will be funded from unused contingency budget from projects under the same budget number.

OPERATING BUDGET AND LIFE CYCLE IMPACT

There is no incremental impact to the operating budget, the Life Cycle Reserve Study will be updated after project completion.

ENVIRONMENTAL CONSIDERATIONS

The old/existing roofing materials 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.

#3

**STAFF AWARD REPORT**

To:	Arvin Prasad, Commissioner, Development Services
Re:	044-T-20 Theatrical Lighting Fixture Replacement at Flato Markham Theatre
Date:	March 24, 2020
Commission:	Development Services

BID INFORMATION

Bids closed on	March 18, 2020
Number picking up bid documents	7
Number responding to bid	5

BACKGROUND

This contract is for the supply and delivery of 59 conventional light fixtures and 10 intelligent moving lights for the Flato Markham Theatre. Replacement is warranted based on condition assessment and delivery will be in May 2020.

RECOMMENDATION

Recommended bidder	Apex Sound & Light Corporation (lowest priced bidder)	
Current budget available	\$205,200.00	510-101-5399-20012– Lighting Replacement
Less cost of award	\$190,391.74	Bid Price (Incl. of HST)
	<u>\$ 9,519.59</u>	Contingency (5%)
	\$199,911.33	Total cost of award (Incl. of HST)
Budget remaining after this award	\$ 5,288.67	

*The remaining balance of \$5,288.67 will be returned to the original funding source.

OPERATING BUDGET AND LIFE CYCLE IMPACT

The Life Cycle Reserve study will be updated to reflect the addition of the equipment which will require replacement in 8-10 years. There is no Operating budget impact.

ENVIRONMENTAL CONSIDERATIONS

N/A

STAFF AWARD REPORT

To:	Andy Taylor, Chief Administrative Officer
Award:	100-Q-17 Cornell Centre NP & Woodlot Park - Contract Extension
Date:	April 08, 2020
Commission:	Development Services

PURPOSE

In March 2017, the City retained Ryan Architects for architectural services to design a masonry maintenance building at the Cornell Community Park. However, in the fall of 2019, the contract was terminated with Ryan Architects due to non-performance. No fees were paid to Ryan Architects.

In 2019 and after termination of the architectural contract a decision was made to relocate the maintenance building from Cornell Community Park to the adjacent Cornell Centre Neighbourhood Park and Woodlot. Additionally, through value engineering with contributions from City staff, the construction methodology was changed from a masonry building to a building constructed with architectural block.

Since, the City was under contract with a landscape architect (Strybos Barron King Ltd.) to design the Cornell Centre Neighbourhood Park and Woodlot, Staff believed it was in the City's best interest to extend the contract with Strybos Barron King Ltd. to include the maintenance building.

This is deemed the most efficient and cost effective solution, and allows for a seamless integration of the maintenance building into the Cornell Centre Neighbourhood Park and Woodlot. In addition, the City negotiated this work at lower cost (\$4,741) and will receive additional landscape architectural services (estimated at \$23,500), and Geotechnical services that were not included in the previous award to Ryan Architects.

RECOMMENDATION

Recommended bidder	Strybos Barron King Ltd. (non-competitive procurement)	
Current budget available	\$ 97,200.53	081-5350-17009-005 Cornell Community Park Maintenance Building - Design
Less cost of award	\$ 84,053.76	Contingency (10%) Total Cost of Award (Inclusive of HST)*
	\$ 8,405.38	
	\$ 92,459.14	
Budget remaining after this award	\$ 4,741.39	*

*The remaining funds in the amount of \$4,945.62 will be returned to the original funding source.

Staff 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) "when the extension of the existing contract would prove more cost-effective"

OPERATING BUDGET AND LIFE CYCLE IMPACT

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

ENVIRONMENTAL CONSIDERATIONS

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

STAFF AWARD REPORT**Page 1 of 2**

To:	Trinela Cane, Commissioner, Corporate Services
Re:	004-T-20 Parking Lot Lighting Replacement at Milliken CC & 75 Clegg Road
Date:	March 9, 2020
Commission:	Corporate Services

BID INFORMATION

Bids closed on	February 27, 2020
Number picking up bid documents	16
Number responding to bid	10

BACKGROUND

To obtain approval to award the contract for the supply and replacement of the existing parking lot light poles at Milliken Mills Community Centre (45 poles), Milliken Mills Soccer Dome (3 poles) and 75 Clegg Road (2 poles), as well as the 17 wall fixtures that illuminate the 75 Clegg Road parking lot.

Work to be completed by October 31, 2020.

RECOMMENDATION

Recommended bidder	Langley Utilities Contracting Ltd. (lowest priced bidder)	
Current budget available	\$456,942.00	56-6150-20079-005– Parking Lot Light Replacement
Less cost of award	\$312,221.24	Bid Price (Incl. of HST)*
	<u>\$ 31,222.12</u>	Contingency (10%)
	\$343,443.37	Total cost of award (Incl. of HST)
Budget remaining after this award	\$113,498.64	**

* Award includes a cash allowance of \$10,176.00 for inspections and testing as necessary.

** Remaining budget of \$113,498.64 will be returned to original funding source. Langley Utilities Contracting Ltd. has been awarded numerous City contracts, most recently underground streetlight cables (004-T-16) and streetlight maintenance (151-T-18). The budget surplus can be attributable to the contractor holding many large contracts and, therefore, getting better material pricing from manufacturers.

OPERATING BUDGET AND LIFE CYCLE IMPACT

The new LED fixtures are expected to save approximately \$2,600/year in energy cost at Milliken Mills Community Centre and Soccer Dome (lighting level will be maintained similar or better than before). 75 Clegg will experience approximately \$200/year increase in energy cost, due to an increase in the lighting level requirement. Lifespans of the new poles are similar to existing. The Life Cycle Reserve Study will be updated to reflect the actual cost and year of replacement after project completion.

ENVIRONMENTAL CONSIDERATIONS

To reduce the environment impact of the work, environmentally friendly products were specified. All new fixtures will be Dark Sky compliant and all waste will be sorted, recycled and disposed of at an authorized dump, waste treatment site or recycling facility.

#6



STAFF AWARD REPORT

To:	Brenda Librecz, Commissioner, Community & Fire Services
Re:	007-T-20 Milliken Mills Community Centre West Patio Restoration
Date:	February 24, 2020
Commission:	Community & Fire Services

BID INFORMATION

Bids closed on	February 14, 2020
Number picking up bid documents	29
Number responding to bid	21

BACKGROUND

To obtain approval to award the contract for Milliken Mills Community Centre West Patio Restoration.

Work to be completed by June 1, 2020.

RECOMMENDATION

Recommended bidder	Pine Valley Corporation (lowest priced bidder)	
Current budget available	\$131,350.00	500-101-5399-19136– West Patio Replacement
Less cost of award	\$128,217.60	Bid Price (Incl. of HST)
	\$ 3,132.40	Contingency (2.4%)
	\$131,350.00	Total cost of award (Incl. of HST)
Budget remaining after this award	\$ 0.00	

OPERATING BUDGET AND LIFE CYCLE IMPACT

N/A

ENVIRONMENTAL CONSIDERATIONS

N/A

**STAFF AWARD REPORT**

To:	Brenda Librecz, Commissioner, Community & Fire Services
Re:	010-T-20 Pathway Renovations and Resurfacing
Date:	February 18, 2020
Commission:	Community & Fire Services

BID INFORMATION

Bid closed on	February 7, 2020
Number picking up bid document	24
Number responding to bid	17

BACKGROUND

To obtain approval to award the contract for pathway renovations and resurfacing for various parks throughout the City.

All the Work must be completed by December 1 of each year of the program.

RECOMMENDATION

Recommended bidder	Diamond Earthworks Corporation (lowest priced bidder)	
Current budget available	\$137,400.00	059-6150-20209-005 Pathways Resurfacing
Less cost of award	\$ 83,066.74	Year 1 – 2020 award (Incl. of HST)
	<u>\$ 8,306.67</u>	Year 1 – 2020 contingency @ 10%
	\$ 91,373.41	Year 1 – 2020 award (Incl. HST and contingency)
	\$ 91,373.41	Year 2 – 2021 award (Incl. HST and contingency)
	<u>\$ 91,373.41</u>	Year 3 – 2022 award (Incl. HST and contingency)
	\$274,120.23	Total award
Budget remaining after this award	\$46,026.59	*

*The remaining budget will be used for other emergency pathway restoration work required in 2020.

Note: Unit Prices will remain firm fixed for the first year. Prices in second and third year will be adjusted in accordance with the annual rate of change in Consumer Price Index (CPI), for all items in Ontario, using the last published adjustment month closer to renewal. The adjusted prices shall remain firm for the entire optional extension period. Any adjustments will have a maximum ceiling of 3%.

The scope of Work for 2021 and 2022 will be finalized according to condition assessment to be conducted in 2021 and 2022, respectively. The annual volume of work is expected to be similar to the 2020 program.

Years 2-3 are subject to Council approval of the 2021-2022 budgets.

OPERATING BUDGET AND LIFE CYCLE IMPACT

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

ENVIRONMENTAL CONSIDERATIONS

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

STAFF AWARD REPORT

To:	Brenda Librecz, Commissioner, Community & Fire Services
Re:	011-T-20 Court Resurfacing and Rebuilding
Date:	February 26, 2020
Commission	Community & Fire Services

BID INFORMATION

Bid closed on	February 26, 2020
Number picking up bid document	7
Number responding to bid	2*

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

BACKGROUND

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

Resurface:

- Johnsville Park Tennis Courts #1 and 2;
- Berczy Park South Tennis Courts #1 and 2;
- Thornlea Secondary School Tennis Courts #1, 2 and 3;

Rebuild:

- Morgan Park Tennis Courts #1 and 2; and
- Duncan Park Tennis Courts #1, 2 and 3.

It is anticipated that work will commence April 1, 2020 and be completed by December 1, 2020.

RECOMMENDATION

Recommended bidder	Court Contractors Ltd. (lowest priced bidder)	
Current budget available	\$394,400.00	059-6150-20202-005 Court Resurfacing / Reconstruction
Less cost of award	\$285,385.92	Total cost of award (Incl. of HST)
Budget remaining after this award	\$109,014.08	*

* The remaining budget of \$109,014.08 will be returned to the original funding source.

OPERATING BUDGET AND LIFE CYCLE IMPACT

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

ENVIRONMENTAL CONSIDERATIONS

Resurfacing of the tennis courts uses a penetration lift process which is environmentally friendlier than hot-mix 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.

STAFF AWARD REPORT**Page 1 of 2**

To:	Andy Taylor, Chief Administrative Officer
Re:	015-T-20 Curb Box Inspection and Replacement Program
Date:	March 3, 2020
Commission:	Community and Fire Services

BID INFORMATION

Bids closed on	March 3, 2020
Number picking up bid documents	6
Number responding to bid	4

BACKGROUND

This program carries out the inspection of curb boxes across the City. This asset is used to control the water supply to the residential property. Based on the inspection, the asset is repaired or replaced for continuity of service.

In the next 3 years, this program will inspect the following count of residential properties. The repair and replacement volumes are estimated amounts based on historical averages:

Year	Inspect	Repair (Est.)	Replace (Est.)
1	3,309	107	1,100
2	3,913	123	1,297
3	4,018	126	1,322
Total	11,240	356	3,719

The scope of work includes:

- Inspection and cleaning of curb boxes
- Curb box repair or replacement (as required)

The work will be completed by October of each year.

RECOMMENDATION

Recommended bidder	Grand-Mac Construction (lowest priced bidder)	
Current budget available	\$ 564,100.00	760-101-5399-20259 Curb Box Inspection and Replacement Program
Less cost of award	\$ 506,160.35 <u>\$ 50,616.03</u> \$ 556,776.38 \$ 664,865.92 <u>\$ 703,658.80</u> \$1,925,301.10	Year 1 (2020) Cost of Award Year 1 (2020) Contingency (10%) Year 1 (2020) Total Award Year 2 (2021) Award Incl. of HST & Contingency (10%)* Year 3 (2022) Award Incl. of HST & Contingency (10%)* Total Award (Year 1-3) Incl. of HST & Contingency
Budget remaining after award	\$ 7,323.62	**

*2021 and 2022 award will be subject to Council approval of the annual capital budget.

** The remaining budget of \$7,323.62 will be returned to the original funding source.

Note: Compared to the previous contract (2017-2019), the price under this contract has increased by 1%.

OPERATING BUDGET AND LIFE CYCLE IMPACT

The 2020 water reserve study will be updated to reflect current rates. There is no incremental impact to the operating budget.

ENVIRONMENTAL CONSIDERATIONS

Proactive inspection, repair and replacement of the curb boxes will reduce risks and liabilities associated with water supply failures caused by defective assets.

STAFF AWARD REPORT

o:	Brenda Librecz, Commissioner, Community & Fire Services
Re:	022-T-20 Supply and Delivery of Manhole & Catch Basin Lids, Grates & Frames and Drainage Hardware
Date:	March 18, 2020
Commission	Community & Fire Services

BID INFORMATION

Bid closed on	March 16, 2020
Number picking up bid document	5
Number responding to bid	4

BACKGROUND

To obtain approval to award the contract for the supply and delivery of manhole & catch basin lids, grates & frames and drainage hardware used within the City Right-of-Way.

RECOMMENDATION

Recommended bidder	Emco Corporation (lowest priced bidder)	
Current budget available	\$ 35,000.00	050-6150-20277-005 Steel
Less cost of award	\$ 28,239.82 \$ 28,239.82 \$ 28,239.82 <u>\$ 28,239.82</u> \$112,959.28	Year 1 – 2020 award (Incl. of HST) Year 2 – 2021 award (Incl. of HST)* Year 3 – 2022 award (Incl. of HST)* Year 4 – 2023 award (Incl. of HST)* Total cost of award (Incl. of HST)
Budget remaining after this award	\$ 6,760.18	**

*The term of the Contract starts from contract award to December 31, 2020, with an option to renew for three (3) additional years, at one (1) year increments. The price will remain firm fixed for the first two (2) years. The remaining two (2) years will be subject to an annual price increase/decrease based on the Consumer Price Index (CPI) for All Items Canada for the twelve (12) month period ending October 31 in the applicable year and shall not exceed 3%. Years 2 – 4 are subject to Council approval of the 2021-2023 budgets.

** The remaining budget of \$6,760.18 will remain in the project for any potential shortfall in other components of the 2020 asphalt resurfacing program.

OPERATING BUDGET AND LIFE CYCLE IMPACT

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

ENVIRONMENTAL CONSIDERATIONS

N/A

To:	Andy Taylor, Chief Administrative Officer
Re:	025-T-20 Interlock Repairs
Date:	March 26, 2020
Commission:	Community & Fire Services

BID INFORMATION

Bid closed on	March 2, 2020
Number picking up bid document	23
Number responding to bid	15

BACKGROUND

To obtain approval to award the contract for various Citywide interlock repairs. Works will pertain to both the City's Maintenance and Road Rehabilitation Programs. The Work generally involves services to repair (remove and replace existing) and/or install new interlocking stone surfaces and the resetting of driveway borders at various locations throughout the City. The scope of work is based on estimated volumes for the following:

- Repairs to interlock at various City wide locations – Maintenance;
- Repair of interlocking at selected locations – Road Rehabilitation Program;
- Repairs to driveway borders; and
- Installation of new interlocking stone.

RECOMMENDATION

Recommended bidder	Lans Construction (lowest priced bidder)	
Current budget available	\$292,300.00	Various Accounts (See Financial Considerations)
Less cost of award	\$203,514.91 \$203,514.91 \$203,514.91 <u>\$203,514.91</u> \$814,059.64	Year 1 – 2020 award (Incl. of HST) Year 2 – 2021 award (Incl. HST) Year 3 – 2022 award (Incl. HST) Year 4 – 2023 award (Incl. HST) Total award
Budget remaining after this award	\$ 88,785.09	*

*The term of the Contract starts from contract award until December 31, 2020, with an option to renew for three (3) additional years, at one (1) year increments. The price will remain firm fixed for the first three (3) years. The remaining one (1) year renewal will be subject to an annual price increase based on Consumer Price Index for All Items Canada for the twelve (12) month period ending September 30 in the applicable year and shall not exceed 3%. Years 2 - 4 are subject to Council approval of the 2021-2023 budgets.

**Out of the remaining budget of \$88,785.09, \$71,380.42 will be retained in project # 20274 - 2020 Interlock (sub-project of the 2020 Asphalt Resurfacing Program) for potential transfer to other sub-projects under the general 2020 Asphalt Resurfacing Program. Funds remaining in the amount of \$17,404.67 will returned to original funding source.

FINANCIAL CONSIDERATIONS

Account Name	Account #	Current Budget Available	Cost of Award	Budget Remaining/ (Shortfall)
2020 Interlock	050-6150-20274-005	\$ 235,000.00	\$ 163,619.58	\$ 71,380.42
Boulevard Repairs	700-101-5399-20180	\$ 57,300.00	\$ 39,895.33	\$ 17,404.67
Totals:		\$ 292,300.00	\$ 203,514.91	\$ 88,785.09

OPERATING BUDGET AND LIFE CYCLE IMPACT

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

ENVIRONMENTAL CONSIDERATIONS

Works as part of the road maintenance program is coordinated in a strategic manner through City map grids in order to minimize travel times and therefore reduce carbon emissions pertaining to vehicular equipment used in construction. Works as part of the road rehabilitation program is concentrated at specific singular locations through the City.

STAFF AWARD REPORT

To:	Andy Taylor, Chief Administrative Officer
Re:	034-T-20 Consultant to Provide Safety Audit of Playground Equipment
Date:	March 31, 2020
Commission:	Community & Fire Services

BID INFORMATION

Bid closed on	March 3, 2020
Number picking up bid document	6
Number responding to bid	5*

*One bidder was declared non-compliant as they were not an independent auditing organization, as required per the Request for Tender.

BACKGROUND

In order to ensure the continued safety of the City's playgrounds, an external consultant is contracted to provide audits, inspect and evaluate all existing play spaces, equipment and exercise equipment utilizing devices and procedures as outlined in CAN/CSA Z614-14 (Standards Council of Canada) as amended. This is a mandatory element of the City-wide playground safety program and has been in place for over five (5) years.

RECOMMENDATION

Recommended bidder	At Home and Play Inspections (lowest priced bidder)	
Current budget available	\$ 26,722.00	730-739-5399 Contracted Service
Less cost of award	\$ 26,663.16	Year 1 – 2020 award (Incl. of HST)*
	\$ 26,663.16	Year 2 – 2021 award (Incl. HST)**
	\$ 26,663.16	Year 3 – 2022 award (Incl. HST)**
	<u>\$ 26,663.16</u>	Year 4 – 2023 award (Incl. HST)**
	\$106,652.64	Total award
Budget remaining after this award	\$ 58.84	

* Staff entered into negotiations with the low bidder (At Home and Play Inspections) to reduce the unit prices in order to meet the City's approved budget. Staff were able to negotiate a price reduction, which resulted in a savings of \$2,903.21 per annum (\$29,566.37 - \$26,663.16).

** The term of the Contract is for one (1) term starting August 15 to October 15, 2020, with an option to renew for an additional three (3) terms from June 1 to August 31 of the renewal period. The renewal terms are subject to annual price increases based on the Consumer Price Index for All Items Canada for the twelve (12) month period ending August 31 in the applicable year. Years 2 – 4 are subject to Council approval of the 2021-2023 budgets.

OPERATING BUDGET AND LIFE CYCLE IMPACT

There is no incremental impact to the Operating Budget or Life Cycle Reserve Study.

ENVIRONMENTAL CONSIDERATIONS

N/A

STAFF AWARD REPORT

To:	Brenda Librecz, Commissioner, Community & Fire Services
Re:	038-T-20 Recreation Rubber Floor Replacement
Date:	March 16, 2020
Commission:	Community & Fire Services

BID INFORMATION

Bids closed on	March 13, 2020
Number picking up bid documents	17
Number responding to bid	9

BACKGROUND

Replacement of the existing rubber flooring at Milliken Mills and Crosby Community Centre in the lobby, dressing rooms, viewing areas, and change rooms.

Work to be completed by July 3, 2020.

RECOMMENDATION

Recommended bidder	Tradeworks Interiors Canada Corp. (lowest priced bidder)	
Current budget available	\$171,000.00	500-101-4299-20162– Rubber Floor Replacement
Less cost of award	\$130,252.80 <u>\$13,025.28</u> \$143,278.08	Bid Price (Incl. of HST) Contingency (10%) Total cost of award (Incl. of HST)
Budget remaining after this award	\$ 27,721.92	*

*The remaining balance of \$27,721.92 will be returned the original funding source.

OPERATING BUDGET AND LIFE CYCLE IMPACT

Life Cycle will be updated accordingly based on award price.

ENVIRONMENTAL CONSIDERATIONS

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

STAFF AWARD REPORT

To:	Brenda Librecz, Commissioner, Community & Fire Services
Re:	048-T-20 Boulevard and Park Tree Replacement
Date:	March 30, 2020
Commission	Community & Fire Services

BID INFORMATION

Bid closed on	March 23, 2020
Number picking up bid document	10
Number responding to bid	7

BACKGROUND

To obtain approval to award the contract for the selection, supply, delivery, installation and two (2) year maintenance and warranty of boulevard and park trees. Approximately half the trees will be planted in the spring (by June 14, 2020) and the remainder of the trees planted in the fall (by October 18, 2020).

RECOMMENDATION

Recommended bidder	The Gordon Company (lowest priced bidder)	
Current budget available	\$319,370.00	Various Accounts (See Financial Considerations)
Less cost of award	\$319,138.69	Total cost of award (Incl. of HST)*
Budget remaining after this award	\$ 231.31	**

*In order to meet the City's approved budget, Staff reduced the estimated annual quantities of trees from 883 to 810, which resulted in a savings of \$32,096.13 (\$351,234.82 - \$319,138.69). The reduction in quantities will not affect City service levels.

** The remaining budget of \$231.31 will be returned to the original funding source.

OPERATING BUDGET AND LIFE CYCLE IMPACT

There is no incremental impact to the operating budget. Staff will monitor future award unit prices and determine if increases to the life cycle reserve study will be required.

FINANCIAL CONSIDERATIONS

Account Name	Account #	Budget Available	Cost of Award	Budget Remaining/(Shortfall)
Boulevard/Park Tree Replacement	700-101-5399-20198	\$283,320.00	\$283,032.37	\$287.63
Trees For Tomorrow	700-101-5399-20207	\$35,000.00	\$35,056.32	(\$56.32)
Sidewalk Construction	83-5350-17048-005	\$1,050.00	\$1,050.00	\$0.00
Totals:		\$319,370.00	\$319,138.69	\$231.31

The shortfall in project 20207 will be funded from surplus funds in project 20198. Balance remaining in the amount of \$231.31 in project 20198 will be returned to original funding source.

ENVIRONMENTAL CONSIDERATIONS

Trees produce oxygen and remove carbon dioxide and contaminants from the air. Additionally, they provide habitat for birds and other wildlife.

STAFF AWARD REPORT**Page 1 of 2**

To:	Brenda Librecz, Commissioner, Community & Fire Services
Re:	063-T-20 Supply and Delivery of Benches and Waste Receptacles
Date:	March 26, 2020
Commission	Community & Fire Services

BID INFORMATION

Bid closed on	March 17, 2020
Number picking up bid document	12
Number responding to bid	7

BACKGROUND

To obtain approval to award the contract for the supply and delivery of park benches and waste receptacles.

RECOMMENDATION

Recommended bidder	Canaan Site Furnishings (lowest priced bidder)	
Current budget available	\$ 62,848.00	059-6150-20201-005 City Park Furniture/Amenities
Less cost of award	\$ 62,808.82	Year 1 – 2020 award (Incl. of HST)*
	\$ 62,808.82	Year 2 – 2021 award (Incl. of HST)**
	\$ 62,808.82	Year 3 – 2022 award (Incl. of HST)**
	\$ 62,808.82	Year 4 – 2023 award (Incl. of HST)**
	\$251,235.28	Total cost of award (Incl. of HST)
Budget remaining after this award	\$ 39.18	***

*Staff entered into negotiations with the low bidder (Canaan Site Furnishings) to reduce prices in order to meet the City's approved budget. Staff were able to negotiate a unit price reduction and reduced the estimated annual quantities of benches from 50 to 47 and waste receptacles from 40 to 33, which resulted in a savings of \$9,542.54 per annum (\$72,351.36 - \$62,808.82). The reduction in quantities will not affect City service levels.

**The term of the Contract starts from contract award to December 31, 2020, with an option to renew for three (3) additional years, at one (1) year increments. Pricing for the three (3) additional years will be subject to an annual price increase/decrease based on the Consumer Price Index (CPI) for All Items Canada for the twelve (12) month period ending October 31 in the applicable year and shall not exceed 3%. Years 2 – 4 are subject to Council approval of the 2021-2023 budgets.

*** The remaining budget of \$39.18 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

If the replaced benches are metal or plastic they are recycled. Metal in most cases can be repainted which gives a longer life cycle. The design on this bench has strong connections where as some of the older styles had separate legs and arms that became loose and unfixable. In some cases the replaced benches will be refurbish for other facilities.

#16



STAFF AWARD REPORT

To:	Brenda Librecz, Commissioner, Community & Fire Services
Re:	068-T-20 Hired Gradall with Operator
Date:	March 23, 2020
Commission	Community & Fire Services

BID INFORMATION

Bid closed on	March 17, 2020
Number picking up bid document	1*
Number responding to bid	1

*Procurement reached out to 8 potential bidders, however, only the incumbent submitted a bid.

BACKGROUND

To obtain approval to award the contract for the supply of a hired gradall on an as and when required basis with an operator (estimated 265 hours per year).

RECOMMENDATION

Recommended bidder	Don Cordingley Gradall Rental Ltd. (lowest priced bidder)	
Current budget available	\$ 50,500.00	700-507-5501 Roads Hired Equipment
Less cost of award	\$ 50,498.40	Year 1 – 2020 award (Incl. of HST)*
	\$ 50,498.40	Year 2 – 2021 award (Incl. of HST)**
	\$ 50,498.40	Year 3 – 2022 award (Incl. of HST)**
	<u>\$ 50,498.40</u>	Year 4 – 2023 award (Incl. of HST)**
	\$201,993.60	Total cost of award (Incl. of HST)
Budget remaining after this award	\$ 1.60	

*The term of the Contract is for one (1) term from June 1, 2020 to September 30, 2020, with an option to renew for an additional three (3) terms from June 1 to September 30 of the renewal period at the same itemized pricing. Years 2 – 4 are subject to Council approval of the 2021-2023 budgets.

The hourly rate has remained the same as per the previous contract.

OPERATING BUDGET AND LIFE CYCLE IMPACT

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

ENVIRONMENTAL CONSIDERATIONS

N/A

STAFF AWARD REPORT**Page 1 of 2**

To:	Brian Lee, Director, Engineering
Re:	076-Q-20 Emergency Boardwalk Repairs
Date:	March 5, 2020
Commission	Development Services

BACKGROUND

The boardwalk located at Unionville and Campbell Court is damaged and poses a potential safety hazard to the public. Staff placed a barricade and signage to prevent people from accessing the boardwalk due to safety issues; however, residents are ignoring the warning signs / barricade and continue to use the damaged boardwalk as a walking surface. Without immediate repairs, there is a risk that residents using the boardwalk may injure themselves.

As per the purchasing By-law, an “Emergency” means a situation where the immediate purchase of goods or services is essential to prevent serious delays, damage or injury, to restore minimum service or to ensure the health and safety of any person including employees or residents of the City of Markham;”

BID INFORMATION

Bid closed on	March 2, 2020
Number picking up bid document	3
Number responding to bid	2

The emergency work will commence on March 16 and be completed by April 30.

RECOMMENDATION

Recommended bidder	Hawkins Contracting lowest priced bidder	
Current budget available	\$60,000.00	640-101-5399-20301 Emerg. Boardwalk Repair
Less cost of award	\$51,962.46	Construction
	<u>\$ 6,105.60</u>	Allowance*
	\$58,068.06	Sub Total
	<u>\$ 1,742.04</u>	Contingency @ 3%
	\$59,810.10	Total Award (Incl. of HST)
Budget remaining after this award	\$ 189.90	**

* The allowance is for the replacement of any defective wood planks identified during construction.

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

Staff further recommends:

Notwithstanding any other provision of this By-law, the following provisions shall apply in case of an emergency: (a) wherever feasible, the Senior Manager of Purchasing, upon the recommendation of the Director of the User Department, shall secure by the most open procedure at the lowest obtainable price and consistent with service requirements, any goods or services required up to the amount of \$350,000;

OPERATING BUDGET AND LIFE CYCLE IMPACT

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

ENVIRONMENTAL CONSIDERATIONS

The repair work has a minimal impact to the nearby watercourse/environment. However, adequate protection including silt fence will be placed to prevent sediments from entering the water body.

STAFF AWARD REPORT**Page 1 of 2**

To:	Andy Taylor, Chief Administrative Officer
Re:	221-R-19 Consulting Services for QA/QC of CCTV Inspection Data
Date:	February 28, 2020
Commission:	Community and Fire Services

BID INFORMATION

Bids closed on	January 24, 2020
Number picking up bid documents	7
Number responding to bid	3

BACKGROUND

This project is to ensure quality and accuracy of CCTV data collected from the City's current CCTV storm and sanitary sewers inspection program for rehabilitation/replacement needs. In the next 3 years, this project will address the following CCTV inspection data:

Year	Storm sewers (# of surveys)	Sanitary sewers (# of surveys)
1	760	760
2	1220	1210
3	1290	1380
Total	3270	3350

The scope of work includes:

- review of CCTV surveys, including report, videos and database
- QA/QC reporting
- data validation
- preparation of GIS shape file

The work will be completed by April of each year.

RECOMMENDATION

Recommended bidder	TDS Consulting (highest ranked / lowest priced bidder)	
Current budget available	\$ 40,704.00	750-101-5699-19225 Storm & Sanitary Sewers Inspection Program
Less cost of award	\$ 30,255.00	Year 1 (2020) Cost of Award
	\$ 3,078.75	Year 1 (2020) Contingency (10%)
	\$ 33,866.24	Year 1 (2020) Total Award
	\$ 53,108.59	Year 2 (2021) Award Incl. of HST & Contingency (10%)*
	\$ 62,509.54	Year 3 (2022) Award Incl. of HST & Contingency (10%)*
	\$ 149,484.37	Total Award (Year 1-3) Incl. of HST & Contingency
Budget remaining after award	\$ 6,837.76	**

*2021 and 2022 award will be subject to Council approval of the annual capital budget.

** The remaining budget of \$6,837.76 will be returned to the original funding source.

PROPOSAL EVALUATION

The two-staged evaluation was based on pre-determined criteria as detailed in the Request for Proposal: 25% for experience/past performance, 20% for qualification and experience of the project manager and team, 25% for project delivery, project understanding and experience on similar/related projects, and 30% for price, totaling 100%.

Bidder	Score
TDS Consulting	89.7

* Total Bid prices ranged from \$135,894.88 to \$750,210.34.

OPERATING BUDGET AND LIFE CYCLE IMPACT

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

ENVIRONMENTAL CONSIDERATIONS

Proactive inspection and planning of repairs will reduce risks and liabilities associated with sewer failures and backups caused by roots, built-up of calcite and structural defects such as cracks, fractures or collapsed pipes.

To:	Graham Seaman, Director, Sustainability & Asset Management
Re:	009-Q-20 Building Envelope & Structural Review
Date:	March 13, 2020
Commission:	Corporate Services

BID INFORMATION

Bids closed on	February 20, 2020
Number picking up bid documents	6
Number responding to bid	6

BACKGROUND

To obtain approval to award the contract for engineering consulting services for building envelope and structural review for the following 15 buildings:

- Armadale Community Centre
- Box Grove Community Centre
- Daniels-Fairty House
- Fire Station No. 92
- Fire Station No. 96
- Main Street Markham Public Washroom and Storage Building
- Markham Rugby Building
- Milliken Mills Soccer Dome and Clubhouse
- Milne Parks Yard Shop
- Pingle House
- Pomona Valley Tennis Clubhouse
- Princess Street Parks Shop
- St. Roberts Soccer Field - Office building
- Thornlea Pool
- Warden House Community Centre

The scope of work includes detailed structural and building envelope assessments and to identify anticipated capital repairs over the next 25 years.

RECOMMENDATION

Recommended bidder	Thornton Tomasetti. (highest ranked / 2 nd lowest priced bidder)	
Current budget available	\$56,100.00	270-101-5699-20068
Less cost of award	\$50,829.12	Bid Price (Incl. of HST)*
	\$5,082.91	Contingency (10%)
	\$55,912.03	Total cost of award (Incl. of HST)
Budget remaining after this award	\$ 187.97	**

*Award includes a cash allowance of \$30,528.00 for building envelope and structure testing.

**Remaining budget of \$187.97 will be returned to original funding source.

PROPOSAL EVALUATION

The Evaluation Team was comprised of staff from the Asset Management Department with staff from Purchasing Department acting as the evaluation facilitator. The evaluations were based on pre-established evaluation criteria as outlined in the Request for Proposal: 30% Qualifications and Experience of the company, 20% Understanding of Project, 20% Project Management, and 30% price, totaling 100%.

Bidder	Technical Score	Financial Score	Total Score (100 points)	Overall Ranking
Thornton Tomasetti Canada Inc	64	28	92	1

*The prices ranged from \$55,912.03 to \$118,372.32, and includes a testing allowance of \$30,528.00

OPERATING BUDGET AND LIFE CYCLE IMPACT

There is no incremental impact to the operating budget.

The output of this project will be used to update life cycle data and planning of capital repairs and therefore there is no incremental life cycle impact identified at this time.

ENVIRONMENTAL CONSIDERATIONS

The consultant will provide repair recommendation and cost estimates to improve energy efficiency of building envelope components where possible.

STAFF AWARD REPORT

To:	Brenda Librecz, Commissioner, Community & Fire Services
Re:	225-Q-19 Instruction for Golf Camps
Date:	February 21, 2020
Commission:	Community and Fire Services

BID INFORMATION

Bids closed on	February 14, 2020
Number picking up bid documents	2
Number responding to bid	1*

*The Markham Golf Dome is a local service provider with both an indoor and outdoor range suitable for hosting groups of up to 50 campers per session. Markham Golf Dome has been hosting golf camps from 2015-2019 (232-Q-16) and meets the requirement of being within Markham, Whitchurch-Stouffville, or Richmond Hill.

BACKGROUND

Campers aged 10-14 will receive bi-weekly lessons in driving, chipping, sand play and putting from a Professional Golfers Association (CPGA) instructor at the Markham Golf Dome from June –August.

RECOMMENDATION

Recommended bidder	Markham Golf Dome (sole bidder)	
Current budget available	\$17,000.00	501-931-5399 - Golf Camps
Less cost of award	\$15,874.56	June – August 2020*
	\$15,874.56	June – August 2021
	\$15,874.56	June – August 2022
	\$15,874.56	June – August 2023
	<u>\$15,874.56</u>	June – August 2024
	\$79,372.80	Total cost of award (Incl. of HST)
Budget remaining after this award	\$1,125.44	**

*The term of the contract is for one (1) season with the option to renew for four (4) additional seasons at the same itemized prices, subject to Council's approval of the 2021-2024 operating budgets.

**The remaining budget will generate a favourable variance that will be included as part of the 2021 results of operations and will be addressed as part of the 2021 operating budget.

FINANCIAL CONSIDERATIONS

Cost per camper from 2015-2019 was \$10.00 and will be increased to \$15.00 per camper for this contract as a result of wage increases. Prices are firm fixed for the duration of the contract. The increase in costs will be directly offset by an increase in user fees. In 2019 the City's Golf Camps (Unionville and Thornhill) generated \$81,826.00 in revenue.

OPERATING BUDGET AND LIFE CYCLE IMPACT

The 2021 operating budget impact will be adjusted to reflect the new pricing from \$10-\$15 per camper. There is no life cycle impact.

ENVIRONMENTAL CONSIDERATIONS

N/A

STAFF AWARD REPORT

To:	Andy Taylor, Chief Administrative Officer
Re:	001-R-20 Consulting Engineering Services For Underground Streetlight Cable Condition Inspection (2020)
Date:	March 9, 2020
Commission:	Community and Fire Services

BID INFORMATION

Bids closed on	February 13, 2020
Number picking up bid documents	6
Number responding to bid	1*

*This work requires a consultant with specialized equipment to work with a licensed electrician and most consultants do not have expertise in this area. The City has only received two bids on the past two requests for quotations. Most public sector organizations do not perform this proactive step and will simply replace as per lifecycle or failure.

BACKGROUND

To obtain approval to award the contract for underground streetlight cable condition inspection. As the City's infrastructure ages, it is necessary to carry out condition inspection of assets in order to predict the future maintenance costs and provide reliable life cycle costing.

In order to achieve this effectively, the City investigates the condition of underground streetlight cables within the older areas of the City. The service life of underground cable is estimated to be 40 years. The consultant retained for this project will carry out condition inspection/assessments on 100 km of underground streetlight cable.

Timeline:

- Commencement: May 2020
- Completion: September 2020

RECOMMENDATION

Recommended Bidder	Metsco Energy Solutions Inc. (sole bidder)	
Current budget available	\$187,200.00	750-101-5399-20243 Streetlight Cable Condition Inspection
Less cost of award	\$167,598.72	Award (incl. HST impact)
	<u>\$ 16,759.87</u>	Contingency 10%
	\$184,358.59	Total Award (incl. HST impact)
Budget remaining after award	\$ 2,841.41	*

*The remaining budget of \$2,841.41 will be returned to original funding source.

The recommended consultant, METSCO Energy Solutions Inc. has strong experience in conducting streetlight cable inspection services. They were awarded the previous contract and their performance was satisfactory. Their proposal demonstrated to the City's satisfaction that they have the experience to undertake the project and they have a strong understanding of the project deliverables.

PROPOSAL EVALUATION

The two-staged evaluation was based on pre-determined criteria as detailed in the Request for Proposal: 20% for experience/past performance, 20% for qualification and experience of the project manager and team, 30% for project delivery, project understanding and experience on similar/related projects, and 30% for price, totaling 100%.

Bidder	Score
Metsco Energy Solutions Inc.	89.4

OPERATING BUDGET AND LIFE CYCLE IMPACT

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

ENVIRONMENTAL CONSIDERATIONS

Not Applicable.

STAFF AWARD REPORT

To:	Arvin Prasad, Commissioner Development Services
Award:	003-Q-20 Consulting Services for Natural Heritage Inventory and Assessment Study
Date:	March 03, 2020
Commission:	Development Services

BID INFORMATION

Bid closed on	February 06, 2020
Number picking up bid document	19
Number responding to bid	8

PURPOSE

To obtain approval to award the contract for consulting services for a natural heritage and assessment study. The Study will provide a comprehensive assessment and update of the City's natural heritage system and will support the future mapping updates to Markham's Official Plan.

RECOMMENDATION

Recommended bidder	North-South Environmental Inc. (highest ranked /second lowest priced bidder)	
Current budget available	\$81,400.00	#620-101-5699-19017 Natural Heritage System Study
Less cost of award	\$74,010.05 <u>\$ 7,030.95</u> \$81,041.00	Award Contingency (9.5%) Total Cost of Award (Inclusive of HST)
Budget remaining after this award	\$ 359.00	*

* The remaining funds in the amount of \$359.00 will be returned to original funding source.

PROPOSAL EVALUATION

The Evaluation Team for this RFP was comprised of Staff from Planning with Procurement Staff acting as the facilitator.

Stage 1 – Qualifications and Technical Proposal

During Stage 1, the proposals were evaluated against the pre-established evaluation criteria as outlined in the RFP: 25 points for Experience and Qualification of the Bidder and Proposed Project Team; 25 points for Project Understanding, Methodology and Approach, and; 20 points for Project Delivery and Management, totaling 70 points.

Stage 2 – Financial Proposal

Upon completion of Stage 1 of the evaluation, the Financial Proposal (Bid Form) provided by bidders who achieved a minimum score of 75%, or 52.5 points out of 70 proceeded to Stage 2 of the evaluation. Based on the results from Stage 1, four bidders received the required minimum percentage or points and proceeded to Stage 2. The Financial Proposal provided by the bidder was evaluated out of 30 points, based on the pre-established criteria outlined in the RFP.

003-Q-20 Consulting Services for Natural Heritage Inventory and Assessment Study**Page 2 of 3**

The combined results from Stage 1 and Stage 2 are summarized below:

Overall Scoring

Bidders	Grand Total Score (out of 100)	Rank Results
North-South Environmental Inc	98.00	1
exp Services Inc.	84.00	2
GeoProcess Research Associates Inc.	82.50	3
SLR Consulting (Canada) Ltd.	82.50	3

OPTIONS / DISCUSSIONS

North-South Environmental Inc. (“NSE”) is an environmental consulting firm that specializes in terrestrial and wetland ecology and environmental policy planning. All employees are ecologists with sound field skills and all have qualifications and certifications in the field of ecology. NSE proposal demonstrated a thorough understanding of the project and its requirements, and conveyed to the City’s satisfaction that they have the required experience, qualifications and specialized expert resources to:

- i. provide an inventory and mapping of vegetation communities in the City of Markham to be used in support of updates to the City’s Official Plan maps;
- ii. compile comprehensive and current lists of flora and fauna found in Markham;
- iii. provide analysis on the health and condition of the natural heritage system including:
 - changes in natural heritage cover, flora/fauna diversity over the last 25 years and relative to the 1993 Natural Features Study;
 - assessing the current state of biodiversity in the City;
 - identifying any major issues related to the health of the Greenway System;
 - description of the ecological connectivity, habitat diversity/complexity, and species diversity/rarity; and,
- iv. identify management needs and areas of ecological concern on city-owned natural areas.

003-Q-20 Consulting Services for Natural Heritage Inventory and Assessment Study**Page 3 of 3**

OPTIONS / DISCUSSIONS (Continued)

Through the evaluation process, NSE submission also demonstrated a strong understanding of the project deliverables, key issues and challenges as reflected in their methodology and approach.

The projects provided by North-South Environmental Inc and their sub-consultant Dougan & Associates demonstrated their ability to undertake the work similar to the City's scope, scale and complexity. For the City of Toronto, their team of NSE and Dougan & Associates collaborated on a comprehensive inventory of 113 natural areas to assist the City with identification of sites that could potentially meet the criteria for Environmentally Significant Areas (ESAs).

The project subsequently included zonation of each vegetation community within each ESA according to its sensitivity, and guidance for management of each vegetation community within each area. Likewise, since 1996, NSE have completed annual inspections, biological inventory and updated mapping for ALL 141 natural features in the City of Mississauga's Natural Heritage System, based on the initial inventory and mapping of features undertaken for the City in 1995. NSE have also undertaken comprehensive inventory, often in remote wilderness locations and under strenuous conditions, in approximately 25 Provincial Parks and Nature Reserves.

FINANCIAL CONSIDERATIONS

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

OPERATING BUDGET AND LIFE CYCLE IMPACT

Not applicable

ENVIRONMENTAL CONSIDERATIONS

This study will provide a comprehensive update to the natural heritage baseline conditions for the City of Markham, including changes in health and sustainability of the natural heritage system. The information will help inform natural heritage policy, land use planning decisions and the management of city-owned natural areas.

RECOMMENDED BY:

Joel Lustig, Treasurer

Trinela Cane,
Commissioner, Corporate Services