



Report to: General Committee

Meeting Date: September 8, 2020

SUBJECT: Staff Awarded Contracts for the Months of June, July and August 2020
PREPARED BY: Alex Moore, Ext 4711

RECOMMENDATION:

1. THAT the report entitled “Staff Awarded Contracts for the Months of June, July and August 2020” 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 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	051-T-20 Box Grove Community Park & Washroom Pavilion - Construction	Lowest Priced Bidder	DS
2	Engaged, Diverse and Thriving City	052-T-20 Cornell Community Park & Washroom Pavilion - Construction	Lowest Priced Bidder	DS
3	Engaged, Diverse and Thriving City	080-T-20 Settlers Hill Park - Construction	Lowest Priced Bidder	DS
4	Engaged, Diverse and Thriving City	081-T-20 - Marshall Mackenzie Park – Construction	Lowest Priced Bidder	DS
5	Engaged, Diverse and Thriving City	082-T-20 Roy Ramer Park - Construction	Lowest Priced Bidder	DS
6	Engaged, Diverse and Thriving City	125-T-20 Microsoft Volume Licensing Enterprise Enrollment	Non-Competitive Bidder	CS
7	Engaged, Diverse and Thriving City	135-T-20 – Robert Spindloe Park - Construction	Lowest Priced Bidder	DS

Number	BMFT Objective	Description	Award Details	Commission
8	Exceptional Services by Exceptional People	012-T-20 City Wide Generator Maintenance	Lowest Priced Bidder	CS

Number	BMFT Objective	Description	Award Details	Commission
9	Safe & Sustainable Community	016-T-20 CIPP Lining of Ductile Iron Watermain Pipes at Hwy 7/ Woodbine Intersection and Miller Avenue	Lowest Priced Bidder	C&FS
10	Safe & Sustainable Community	035-T-20 Sediment Removal at Stormwater Management Ponds (ID #43 & #49)	Lowest Priced Bidder	C&FS
11	Safe & Sustainable Community	040-T-20 Flato Markham Theatre Courtyard Walkway Replacement	Lowest Priced Bidder	DS
12	Safe & Sustainable Community	042-T-20 Lighting Upgrades at Pan Am Centre	Lowest Priced Bidder	C&FS
13	Safe & Sustainable Community	062-T-20 Retro-Reflectivity Inspection of Regulatory Signs	Lowest Priced Bidder	C&FS
14	Safe & Sustainable Community	064-T-20 Vestibule Addition at Pan Am Centre	Lowest Priced Bidder	C&FS
15	Safe & Sustainable Community	067-Q-20 Roof Restoration at the Sign Shop	Lowest Priced Bidder	CS
16	Safe & Sustainable Community	079-T-20 Play Equipment Replacement & Site Work at Various Parks	Lowest Priced Bidder	C&FS
17	Safe & Sustainable Community	097-Q-20 Supply and Delivery / Pick-Up of Turf Grass Sod	Lowest Priced Bidder	C&FS
18	Safe & Sustainable Community	098-T-20 Supply and Delivery of Grass Seed	Lowest Priced Bidder	C&FS
19	Safe & Sustainable Community	104-T-20 New Infill Residential Service Connections at Various Locations	Lowest Priced Bidder	DS
20	Safe & Sustainable Community	110-T-20 Traffic Signal Assets Replacement	Lowest Priced Bidder	DS
21	Safe & Sustainable Community	111-Q-20 Installation of Security Gate System & Light Pole at 8100 Warden Avenue	Lowest Priced Bidder	CS
22	Safe & Sustainable Community	114-T-20 Steel Beam Guide Rail Installation, Repairs & Upgrades	Lowest Priced Bidder	C&FS

23	Safe & Sustainable Community	116-T-20 Open and Close City-Wide Irrigation Systems, Splash Pads and Washrooms	Lowest Priced Bidder	C&FS
24	Safe & Sustainable Community	118-Q-20 Stairway Replacement – Unionville Main Street	Lowest Priced Bidder	C&FS
25	Safe & Sustainable Community	122-T-20 Armadale Community Centre Rooftop Unit Replacement	Lowest Priced Bidder	C&FS
26	Safe & Sustainable Community	137-Q-20 Security Access Control Hardware Conversion from Software House to LenelS2 at Markham Civic Centre	Lowest Priced Bidder	CS
27	Safe & Sustainable Community	138-Q-20 Stairway Replacements – Romfield Tunnel Concrete Stairs & Irish Rose Drive Concrete Stairs	Lowest Priced Bidder	C&FS
28	Safe & Sustainable Community	144-Q-20 Cornell Community Centre Pump Replacement	Lowest Priced Bidder	C&FS
29	Safe & Sustainable Community	160-Q-20 New Infill Residential Service Connections at Various Locations	Lowest Priced Bidder	DS
30	Safe & Sustainable Community	002-Q-20 Consulting Engineering Services for Streetlight Poles Condition Inspection	Highest Ranked/ Lowest Priced Bidder	C&FS
31	Safe & Sustainable Community	027-R-20 - Consulting Engineering Services for Flood Damage Reduction of Commercial Properties within the Don Mills Channel Floodplain	Highest Ranked/ Lowest Priced Bidder	C&FS

Number	BMFT Objective	Description	Award Details	Commission
32	Safe & Sustainable Community	107-R-20 German Mills Meadow Environmental Monitoring Program	Highest Ranked/ Lowest Priced Bidder	C&FS
33	Safe & Sustainable Community	130-S-20 Supply and Delivery of Hydraulic Tools	Non-Competitive Bidder	C&FS
34	Safe & Sustainable Community	131-S-20 Supply and Delivery of Air Cylinders 45+ Minutes Replacement for Self-Contained Breathing Apparatus (SCBA)	Non-Competitive Bidder	C&FS
35	Safe & Sustainable Community	133-S-20 Smart Commute Markham, Richmond Hill	Non-Competitive Bidder	DS

Number	BMFT Objective	Description	Award Details	Commission
36	Stewardship of Money and Resources	109-T-20 Supply and Delivery of One (1) Cab and Chassis with Chipper Body	Lowest Priced Bidder	C&FS
37	Stewardship of Money and Resources	132-Q-20 Television Programming for Various Community Centres	Lowest Priced Bidder	C&FS
38	Stewardship of Money and Resources	174-Q-20 Supply and Delivery of One (1) 2020 Toyota Highland Hybrid	Lowest Priced Bidder	C&FS
39	Stewardship of Money and Resources	139-R-20 Benefit Plan Consulting Services	Highest Ranked/Lowest Priced Bidder	CAO

RECOMMENDED BY:

Joel Lustig
Treasurer

Trinela Cane
Commissioner, Corporate Services

STAFF AWARD REPORT**Page 1 of 2**

To:	Andy Taylor, Chief Administrative Officer
Award:	051-T-20 - Box Grove Community Park & Washroom Pavilion - Construction
Date:	May 22, 2020
Commission	Development Services

BID INFORMATION

Bid closed on	May 14, 2020
Number picking up document	3*
Number responding to bid	3

*This Request for Tender was by invitation only. Only Contractors that were pre-qualified under Request for Pre-qualification # 050-P-20 were eligible to submit a Bid in response to this Request for Tender.

BACKGROUND

The Box Grove Community Park is located south of Copper Creek Drive and west of the Box Grove Bypass (new 9th Line) and east of Pagnello Court.

The scope of work consists of the following: temporary construction fencing, site preparation and grading of site, top soiling of site, planting and sodding, concrete curbs, asphalt paving /walkways, lighting and electrical service, site furnishings, Multi-use play court, Water play, playground equipment, Adult fitness equipment, Mini skateboard zone, Tennis Courts, Soccer Field, washroom pavilion, shade structure and dog park. The tender specified that the contractor will complete this park by October 2021.

RECOMMENDATION

Recommended Bidder	Rutherford Contracting Ltd. (Lowest Priced Bidder)	
Current Budget Available	\$ 2,285,896.50 \$ 1,125,900.00 <u>\$ 9,361,500.00</u> \$12,773,296.50	81-5350-16038-005 Box Grove Community Park East 81-5350-18031-005 Box Grove Community Park Bridge 81-5350-20024-005 Box Grove Community Park
Updated Budget Available based on reduced scope (per Consultant estimate)	\$ 2,285,896.50 \$ 1,125,900.00 <u>\$ 4,899,517.90</u> \$ 8,311,314.40	81-5350-16038-005 Box Grove Community Park East 81-5350-18031-005 Box Grove Community Park Bridge 81-5350-20024-005 Box Grove Community Park

RECOMMENDATION (Continued)

Less cost of award	\$ 5,712,217.48	Construction
	\$ 342,733.05	Contingency (6%)
	\$ 6,054,950.53	Total (Inclusive of HST)
	\$ 544,945.55	Internal Management Fee @ 9%
	\$ 200,000.00	Allowance for additional planting based on prelim. TRCA request
	\$ 6,799,896.08	Total Cost of Award (Inclusive of HST)
Budget remaining after this award	\$ 1,511,418.32	*

Updated Budget Based on Reduced Scope

The consultant estimate for this park construction was \$8,311,314.40 (construction estimate of \$7,193,452 plus 6% contingency and 9% internal management fee), which was lower than the original budget due to reduced scope through removal of one maintenance building and 2 pickle-ball courts and value engineering through park design. The budget reduction of \$4,461,982.10 (\$12,773,296.50 - \$8,311,314.40) will be returned to original funding source.

*Budget remaining after this award based on the updated budget in the amount of \$ 1,511,418.32 will be returned to the original funding source. The award was lower than consultant estimate due to market price reduction in light of the current COVID situation.

OPERATING BUDGET AND LIFE CYCLE IMPACT

The incremental operating budget impact is estimated at \$87,207 (\$9,170/ha operating impact x 9.51 ha) which will be included in the 2022 Operating budget, subject to Council approval. The Operations Department has reviewed the project and the future maintenance requirements. Future requirements for Box Grove Community Park & Washroom Pavilion includes grass cutting, litter pick-up, garbage disposal and inspections (including water-play, washroom pavilion and pedestrian bridge). The estimated life cycle impact is \$4,844,000.00 over the next 25 years. Staff will update the Life Cycle Reserve Study at the next update 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)

STAFF AWARD REPORT

To:	Andy Taylor, Chief Administrative Officer
Award:	052-T-20 Cornell Community Park & Washroom Pavilion - Construction
Date:	July 16, 2020
Commission	Development Services

BID INFORMATION

Bid closed on	July 08, 2020
Number picking up document	2*
Number responding to bid	2

*This Request for Tender was by invitation only. Only the three Contractors who were pre-qualified under Request for Pre-qualification # 050-P-20 were eligible to submit a Bid in response to this Request for Tender.

BACKGROUND

Cornell Community Park is located northeast of HWY 7 and 9th Line at the northeast corner of Riverlands Ave. and Cornell Centre Blvd.

The scope of work consists of the following: temporary construction fencing, site preparation and grading of site, top soiling of site, planting and sodding, concrete curbs, asphalt paving /walkways, lighting and electrical service, site furnishings, multi-use play court, water play, playground equipment, skate zone, tennis courts, soccer fields, pickleball courts, parking lots, washroom pavilion and shade structures. The tender specified that the contractor will complete this park by October 2021.

RECOMMENDATION

Recommended Bidder	Gateman-Milloy Inc. (Lowest Priced Bidder)	
Current Budget Available	\$ 2,737,310.00 \$ 984,500.00 <u>\$ 9,840,100.00</u> \$13,561,910.00	81-5350-17017-005 Cornell Community Park - Phase 1 of 3 81-5350-18030-005 Cornell Park Pavilion & Washrooms 81-5350-20025-005 Cornell Community Park - Construction
Less cost of award	\$ 8,954,074.85 \$ 537,244.49 <u>\$ 9,491,319.34</u> \$ 854,218.74 <u>\$10,345,538.08</u>	Construction Contingency (6%) Total (Inclusive of HST) Internal Management Fee @ 9% Total Cost of Award (Inclusive of HST)
Budget remaining after this award	\$ 3,216,371.92	*

*Budget remaining after this award in the amount of \$3,216,371.92 will be returned to the original funding source. The award was lower than consultant estimate due to competitive market pricing.

OPERATING BUDGET AND LIFE CYCLE IMPACT

The incremental operating budget impact is estimated at \$126,179.20 (\$9,170/ha operating impact x 13.76 ha) which will be included in the 2022 Operating budget, subject to Council approval. The Operations Department has reviewed the project and the future maintenance requirements. Future requirements for Cornell Community Park & Washroom Pavilion includes grass cutting, litter pick-up, garbage disposal and inspections (including waterplay and washroom pavilion).

The estimated life cycle impact is \$7,593,055 over the next 25 years. Staff will update the Life Cycle Reserve Study at the next update 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)

STAFF AWARD REPORT

To:	Andy Taylor, Chief Administrative Officer
Award:	080-T-20 Settlers Hill Park - Construction
Date:	June 11, 2020
Commission	Development Services

BID INFORMATION

Bid closed on	June 02, 2020
Number picking up document	22
Number responding to bid	14

BACKGROUND

Settlers Hill Park is located in the south side of Henry Bauer Avenue west of Harbord Street.

The scope of work consists of the following: temporary construction fencing, site preparation and grading of site, top soiling of site, planting and sodding, concrete paving, asphalt walkways, lighting and electrical service, site furnishings, playground equipment and shade structure. The tender specified that the contractor will complete this park by November 2020.

RECOMMENDATION

Recommended Bidder	Royalcrest Paving & Contracting Ltd. (Lowest Priced Bidder)	
Current Budget Available	\$ 495,485.00	081-5350-19024-005 Berczy Beckett East Park – Construction (Settlers Hill Park is the official park name)
Less cost of award	\$ 405,469.38	Construction
	\$ 28,382.86	Contingency (7%)
	\$ 433,852.24	Total (Inclusive of HST)
	\$ 39,046.70	Internal Management Fee @ 9%
	\$ 472,898.94	Total Cost of Award (Inclusive of HST)
Budget remaining after this award	\$ 22,586.06	*

*The remaining budget in the amount of \$22,586.06 will be returned to the original funding source.

OPERATING BUDGET AND LIFE CYCLE IMPACT

The incremental operating budget impact is estimated at \$3,851.40 (\$9,170/ha operating impact x 0.42ha) which will be included in the 2021 Operating budget, subject to Council approval. The Operations Department has reviewed the project and the future maintenance requirements. Future requirements for Settlers Hill Park - Construction includes grass cutting, litter pick-up, garbage disposal and inspections.

The estimated life cycle impact is \$347,081.79 over the next 25 years. Staff will update the Life Cycle Reserve Study at the next update 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)

STAFF AWARD REPORT

To:	Andy Taylor, Chief Administrative Officer
Award:	081-T-20 - Marshall Mackenzie Park – Construction
Date:	June 11, 2020
Commission	Development Services

BID INFORMATION

Bid closed on	May 28, 2020
Number picking up document	21
Number responding to bid	16

BACKGROUND

Marshall Mackenzie Park is located southwest of Fred McLaren Boulevard and Furrow Street.

The scope of work consists of the following: temporary construction fencing, site preparation and grading of site, planting and sodding, concrete paving/walkways, lighting and electrical service, site furnishings, playground equipment and shade structure. The tender specified that the contractor will complete this park by November 2020.

RECOMMENDATION

Recommended Bidder	Mopal Construction Limited (Lowest Priced Bidder)	
Current budget available	\$ 510,292.00	081 5350 19029 005 Wismer Greenspire Parkette – Construction (Marshall Mackenzie Park is the official park name)
Less cost of award	\$ 342,295.20 \$ 23,960.66 <hr/> \$ 366,255.86	Construction Contingency (7%) Total (Inclusive of HST)
	\$ 32,963.03 \$ 399,218.89	Internal Management Fee @ 9% Total Cost of Award (Inclusive of HST)
Budget remaining after this award	\$ 111,073.11	*

*The remaining budget in the amount of \$ 111,073.11 will be returned to the original funding source.

OPERATING BUDGET AND LIFE CYCLE IMPACT

The incremental operating budget impact is estimated at \$2,751.00 (\$9,170.00/ha operating impact x 0.3 ha) which will be included in the 2021 operating budget, subject to Council approval. The Operations Department has reviewed the project and the future maintenance requirements. Future requirements for Marshall Mackenzie Park - Construction includes grass cutting, litter pick-up, garbage disposal and inspections.

The estimated life cycle impact is \$293,000.00 over the next 25 years. Staff will update the Life Cycle Reserve Study at the next update 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)

STAFF AWARD REPORT

To:	Andy Taylor, Chief Administrative Officer
Award:	082-T-20 Roy Ramer Park Construction
Date:	July 23, 2020
Commission	Development Services

BID INFORMATION

Bid closed on	July 16, 2020
Number picking up document	20
Number responding to bid	15

BACKGROUND

Roy Ramer Park is located at the intersection of McCowan Rd and James Parrot Ave.

The scope of work consists of the following: temporary construction fencing, site preparation and grading of site, site servicing (sub-surface drainage) and grading, top soiling of site, planting and sodding, concrete paving, asphalt walkways, site furnishings, double tennis court, two obstacle courses, a swing and a shade structure. The tender specified that the contractor will complete this park by June 2021.

RECOMMENDATION

Recommended Bidder	DPSL Group Ltd. (Lowest Priced Bidder)	
Current Budget Available	\$1,318,717.00	#081-5350-20029-005 Wismer McCowan Woodlot Park - Construction (Roy Ramer Park is the official park name)
Less cost of award	\$ 807,336.36 \$ 56,513.55 \$ 863,849.91 \$ 77,746.49 \$ 941,596.40	Construction Contingency (7%) Total (Inclusive of HST) Internal Management Fee @ 9% Total Cost of Award (Inclusive of HST)
Budget remaining after this award	\$ 377,120.60	*

*The remaining budget in the amount of \$377,120.60 will be returned to the original funding source.

OPERATING BUDGET AND LIFE CYCLE IMPACT

The incremental operating budget impact is estimated at \$11,004 (\$9,170/ha operating impact x 1.2ha) which will be included in the 2021 Operating budget, subject to Council approval. The Operations Department has reviewed the project and the future maintenance requirements. Future requirements for Roy Ramer Park - Construction includes grass cutting, litter pick-up, garbage disposal and inspections.

The estimated life cycle impact is \$691,079.93 over the next 25 years. Staff will update the Life Cycle Reserve Study at the next update 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).

STAFF AWARD REPORT

To:	Andy Taylor, Chief Administrative Officer
Award:	125-T-20 Microsoft Volume Licensing Enterprise Enrollment
Date:	July 24, 2020
Commission	Corporate Services

BID INFORMATION

Bid closed on	June 16, 2020
Number picking up document	5
Number responding to bid	3

PURPOSE

To obtain approval to award a contract to CDW Canada Corp. ("CDW") to renew the City's Microsoft Volume Licensing Enterprise Agreement" for a term of three years (expiring on July 31, 2023).

RECOMMENDATION

Recommended Bidder	CDW Canada Corp. (Lowest Priced Supplier)	
Current Budget Available	\$ 109,536.00	400-404-5461 for 5 months purchase. Full year budget is \$262,887.41
Less cost of award	\$ 130,580.97 \$ 313,394.33 \$ 313,394.33 <u>\$ 130,580.97</u> \$ 940,183.00	August 2020 to December 2020 January 2021 to December 2021 January 2022 to December 2022 January 2023 to July 2023 Total award (Inclusive of HST)
Budget remaining after this award	(\$21,044.97)	*

* The unfavorable variance of \$21,044.97, representing 5 months of purchase will be reported as part of the 2020 year-end results of operations. There is an annual operating budget shortfall of \$50,506.92, starting 2021. The 2021 operating budget will be increased by \$50,506.92, subject to Council approval

Staff recommends:

THAT the recommended bidder be designated as preferred vendor for City's Microsoft software and Cloud Subscription products for the term of this contract;

AND THAT the Chief Information Officer and Senior Manager, Purchasing & Accounts Payable be authorized to amend the purchase order amounts for new purchases of Microsoft Software products and Subscription needed due to growth during the term of this contract.

BACKGROUND

In June 2017, Council approved staff to enter into an agreement with Microsoft Canada (Microsoft) and a Microsoft reseller for the purchase of Microsoft software products under the Province of Ontario's Standing Agreement (via Contract 168-T-17). This agreement expires on July 31, 2020. Although the Province has renewed its contract for Microsoft licenses at a discounted rate, which applies to the Broader Public Sector, the provincial contract with the reseller is not extended to municipalities. In order to benefit from the Province-negotiated rate for the maintenance and support of existing products and new acquisitions, the City of Markham has to retain a reseller through a competitive procurement process. Through this process the City can guarantee, at minimum, the same discounted rate as established under Ontario's new Standing Business Agreement #U836444 and EA #75E61295 (Level D); or obtain better rates (which is dependent on each vendor's willingness to reduce their margins).

BACKGROUND (Continued)

Accordingly, the City issued a tender to market for an authorized reseller of Microsoft products for the maintenance and support of all products under Enterprise Agreement (EA).

The products included in the EA are Windows Client and Server Operating Systems, Microsoft Office Suite, Microsoft Visio, Client Access License for file, print, Exchange (for email), System Centre Configuration Manager - SCCM (for asset management, desktop deployment, desktop power management and automated software deployment), Share Point Server, Skype for Business and SQL Server (for database), Development Network (for research and development),.

The benefit of Microsoft EA includes maintenance, 24x7 support and the ability to upgrade to latest version of Microsoft software that is critical for the City to conduct business. Majority of the software covered under Microsoft EA are Client Operating system, Office suite and Client Access Licenses (CALs). CALs are device-based and are required for each device to be able to access various Server applications like email, print, Database services, Share Point Servers, etc. Enrolling in the Microsoft EA will streamline the management of software licenses and avoid a large one-time budget impact by spreading the cost over multiple years.

Furthermore, this arrangement will assist the City to remain compliant with license agreements and continue to obtain significant discount level over individual licensing purchase models (full retail price). It will allow the City to update to the latest versions of software and run a consistent set of versions of Microsoft software that eliminate problems of having different versions spread across the organization with the resultant incompatibilities, while permitting us to standardize and facilitate deployment of standard operating and office products. Additional benefits includes, web based technical support, 30 days of Microsoft certified training for technical staff, 6 days of professional service that can be used towards design, upgrade or deployment of any Microsoft Server Products, etc.

OPTIONS/DISCUSSION

If the City does not sign the Enrolment with a Microsoft Large Account Reseller (LAR), new releases of the EA software will not be available to Markham at government discounts. The new licenses would have to be purchased at full retail pricing (approximately 40% to 70% higher than government pricing), which is not recommended.

It has been determined that the EA is the most cost-effective option for purchase of the City's desktop computing products based on the current software replacement strategy.

Through this award, Staff will enter into a three (3) year Enterprise Agreement with Microsoft Canada and CDW Canada Corp., in a form satisfactory to the City Solicitor for the provision of the licensing of Microsoft desktop and server software products.

Microsoft Online Productivity Solution

On May 19, 2020, the City Council adopted a Motion that directed Staff to investigate the opportunity and report back on the feasibility of implementing a free trial of a Microsoft 365 Enterprise integrated software solution, or any other appropriate tool, including associated costs, work effort, anticipated benefits and the establishment of a Council/Staff committee to guide the pilot, if approved. Accordingly, Staff will be procuring professional services by September 2020 to assist in setting up a pilot project of 25 users on the Microsoft cloud and to develop a business case that addresses the feasibility, work effort, licensing model and costs for cloud migration.

BACKGROUND (Continued)

As part of this contract, the City has secured provisional pricing for Microsoft Online Productivity solution, giving Markham the flexibility to purchase as desired and to avoid going to market for quotation. The provisional pricing will be effective till July 2023.

Microsoft Online Productivity Solution includes cloud version of:

1. Office Professional - Word, Excel, PowerPoint
2. Email
3. Storage and sharing
4. Collaboration tool - Team

OPERATING BUDGET AND LIFECYCLE RESERVE IMPACT

The incremental operating budget impact in 2020 is a shortfall of \$21,044.97, which will be reported as part of the 2020 year-end results of operations. The annual operating budget impact is \$50,506.92, of which \$40,372.22 is due to price increase (inflation since 2017) and \$10,134.70 is due to volume changes. Between August 2018 and July 2019 - we added additional 37 net new Computer and One Server Hardware that resulted in purchase of following additional Microsoft product licenses: 37 qty of Office, windows 10, CoreCAL and 28 Server license as part of the Microsoft anniversary TrueUP (adjustment).

It will be requested as part of the 2021 budget. There is no incremental impact to the Life Cycle Reserve Study.

ENVIRONMENTAL CONSIDERATIONS

Not Applicable

STAFF AWARD REPORT

To:	Andy Taylor, Chief Administrative Officer
Award:	135-T-20 – Robert Spindloe Park - Construction
Date:	July 10, 2020
Commission	Development Services

BID INFORMATION

Bid closed on	June 07, 2020
Number picking up document	21
Number responding to bid	15

BACKGROUND

Robert Spindloe Park is located on the east side of Hammersley Boulevard, south of Bur Oak Avenue. The scope of work consists of the following: temporary construction fencing, site preparation and grading of site, top soiling of site, planting and sodding, concrete paving, asphalt walkways, lighting and electrical service, site furnishings, playground equipment and shade structure. The tender specified that the contractor will complete this park by June 2021.

RECOMMENDATION

Recommended Bidder	Bond Paving & Construction Inc. (Lowest Priced Bidder)	
Current Budget Available	\$ 443,559.00	081-5350-17015-005 Wismer Hammersley Park - Construction (Robert Spindloe Park is the official park name)
Less cost of award	\$ 334,597.06	Construction Contingency (7%) Total (Inclusive of HST)
	\$ 23,421.79	
	\$ 358,018.85	
	\$ 32,221.70	Internal Management Fee @ 9%
	\$ 390,240.55	Total Cost of Award (Inclusive of HST)
Budget remaining after this award	\$ 53,318.45	*

*The remaining budget in the amount of \$53,318.45 will be returned to the original funding source.

OPERATING BUDGET AND LIFE CYCLE IMPACT

The incremental operating budget impact is estimated at \$13,755 (\$9,170/ha operating impact x 1.5ha) which will be included in the 2021 Operating budget, subject to Council approval. The Operations Department has reviewed the project and the future maintenance requirements. Future requirements for Robert Spindloe Park - Construction includes grass cutting, litter pick-up, garbage disposal and inspections.

The estimated life cycle impact is \$286,415 over the next 25 years. Staff will update the Life Cycle Reserve Study at the next update 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).

STAFF AWARD REPORT

To:	Andy Taylor, Chief Administrative Officer
Award:	012-T-20 City Wide Generator Maintenance
Date:	July 27, 2020
Commission:	Corporate Services

BID INFORMATION

Bids closed on	July 24, 2020
Number picking up bid documents	12
Number responding to bid	11

BACKGROUND

To obtain approval to award the contract for emergency generator maintenance for one (1) year with option to renew for an additional four (4) years at the same itemized pricing. This service contract includes:

1. Semi-annual and annual inspection, testing and maintenance services for 21 generators at 20 City facilities in conformance with the current CSA 282 Standard.
2. Repair services on an as-required basis (with 24/7 response on all emergency repairs)

RECOMMENDATION

Recommended bidder	GenWorx Power Systems Inc. (lowest priced bidder)	
Current budget available	\$ 11,118.67	Various Operation Accounts (Sep - Dec)
Less cost of award	\$ 11,115.58	2020 (Sep – Dec)
	\$ 33,346.75	2021*
	\$ 33,346.75	2022*
	\$ 33,346.75	2023*
	\$ 33,346.75	2024*
	\$ 22,231.17	2025 (Jan - Aug)*
	\$166,733.76	Total Award (Inclusive of HST)
Budget remaining after this award	\$ 3.08	

*Subject to Council approval of the annual 2021-2025 operating budget. The pricing under this contract is consistent with the previous contract from 2015-2020.

OPERATING BUDGET AND LIFE CYCLE IMPACT

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

ENVIRONMENTAL CONSIDERATIONS

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

STAFF AWARD REPORT

To:	Andy Taylor, Chief Administrative Officer
Re:	016-T-20 CIPP Lining of Ductile Iron Watermain Pipes at Hwy 7/ Woodbine Intersection and Miller Avenue
Date:	August 14, 2020
Commission:	Community and Fire Services

BID INFORMATION

Bids closed on	August 10, 2020
Number picking up bid documents	2*
Number responding to bid	2

*This Request for Tender was by invitation only. Only two contractors who were pre-qualified under Request for Pre-qualification #066-P-17 were eligible to submit a Bid in response to this Request for Tender.

BACKGROUND

As part of the watermain rehabilitation project, the following watermain will be rehabilitated with the Cured In Place Pipe (CIPP) structural lining construction method:

- Highway 7 at Woodbine Avenue (140m)
- Miller Avenue at Woodbine Avenue (60m)

The rehabilitation of cast iron watermain is consistent with the City's strategy to upgrade aged and deficient watermain to improve supply capacity and reliability. Replacement or rehabilitation of these old cast iron watermain will also offer improved reliability (less risk of breaks) as well as improve water quality and flows for domestic and fire demand.

RECOMMENDATION

Recommended bidder	Fer-Pal Construction Ltd. (lowest priced bidder)	
Current budget available	\$654,000.00	053-6150-20269-005 (DI Watermain CIPP Lining - Construction)
Less cost of award	\$565,938.24 <u>\$ 56,593.82</u> \$622,532.06	Award (Inclusive of HST) Contingency @ 10% Total Cost of Award (Incl. of HST)
Budget remaining after this award	\$ 31,467.94	*

*\$23,198.82 is required for geotechnical testing during construction and Toronto and Region Conservation Authority (TRCA) expenses. The remaining balance of \$8,269.12 will be returned to original funding source.

OPERATING BUDGET AND LIFE CYCLE IMPACT

There is no incremental impact to the operating budget and Waterworks Life Cycle Reserve over the next 25 years. The rehabilitated CIPP liner watermain have an estimated life of 50 years.

ENVIRONMENTAL CONSIDERATIONS

The consultant will oversee the construction contract and review, monitor and ensure compliance with contractor environmental submissions. Additionally, they will maintain environmental compliance records complying with environmental statutes and regulations.

STAFF AWARD REPORT

To:	Andy Taylor, Chief Administrative Officer
Re:	035-T-20 Sediment Removal at Stormwater Management Ponds (ID #43 & #49)
Date:	July 22, 2020
Commission:	Community and Fire Services

BID INFORMATION

Bid closed on	Jul 13, 2020
Number picking up document	5*
Number responding to bid	4

*This Request for Tender was by invitation only. Only eight contractors who were pre-qualified under Request for Pre-qualification #188-P-17 was eligible to submit a Bid in response to this Request for Tender.

BACKGROUND

To obtain approval to award the contract for sediment removal of the stormwater management ponds at Pond #43 (located northwest of Highway 7 and Rodick Drive and Pond Drive) and Pond #49 (located adjacent to Tillie Square north of 14th Avenue, west of McCowan Road).

Work will commence upon award and be completed in October 2020, planting to be done in Spring 2021.

RECOMMENDATION

Recommended bidder	Sierra Excavating Enterprises (lowest priced bidder)	
Current budget available	\$ 394,836.75	058-6150-19236-005 SWM Pond Cleaning ID#43 & ID#70
	<u>\$ 426,044.85</u>	058-6150-18277-005 SWM Pond Cleaning ID#9 & ID#49
	\$ 820,881.60	Total Budget Available
Less cost of award	\$ 449,687.62	Cost of Award
	<u>\$ 44,968.76</u>	Contingency (10%)
	\$ 494,656.38	Award Incl. of HST & Contingency (10%)
Budget remaining after this award	\$ 326,225.22	*

*The remaining budget of \$326,225.22 (\$127,852.48 in project #19236 and \$198,372.74 in project #18277) will be returned to the original funding source. Favourable pricing can be attributed to favourable market conditions.

OPERATING BUDGET AND LIFE CYCLE IMPACT

There is no incremental operating budget. The Life Cycle Reserve Study will not be adjusted due to the circumstances surrounding the favourable pricing. Staff will monitor and update accordingly. The next sediment cleaning for these locations is included in the life cycle study for year 2035.

ENVIRONMENTAL CONSIDERATIONS

Sediment cleaning maintains downstream water quality, preserves fish habitat and contributes to a sustainable, healthy ecosystem that is in line with the City's Greenprint initiative. In meeting the requirement of Ministry of Environment and Climate Change (MOECC) Certificate of Approval (C of A) and more recently Environmental Compliance Approval (ECA), the City carries out pond inspections regularly. Sediment levels are monitored and when the accumulated sediment reaches a level where the removal efficiency is reduced by 5%, ponds are cleaned to ensure that the quality control function of the pond is maintained.

#11



STAFF AWARD REPORT

To:	Andy Taylor, Chief Administrative Officer
Re:	040-T-20 Flato Markham Theatre Courtyard Walkway Replacement
Date:	April 27, 2020
Commission:	Development Services

BID INFORMATION

Bids closed on	March 25, 2020
Number picking up bid documents	26
Number responding to bid	14

BACKGROUND

To obtain approval to award the contract for the removal of interlocking bricks from the entrance of the Flato Markham Theatre and in between the Unionville High School and surrounding area including the lower courtyard. The existing interlocking was installed during theatre construction in 1985 and has deteriorated over time revealing cracks, missing stones, and inadequate water drainage. The interlocking will be replaced with leveled brushed concrete with new curbs and gutters. The underground waterproofing system will also be replaced with new floor drains, connecting piping, and catch basins.

Work to be completed by August, 2020.

RECOMMENDATION

Recommended bidder	Pine Valley Corporation (lowest priced bidder)	
Current budget available	\$221,064.00	074-6150-20007-005– Walkway Replacement
Less cost of award	\$243,593.09	Bid Price (Incl. of HST)
	\$ 24,359.31	Contingency (10%)
	\$267,952.40	Total cost of award (Incl. of HST)*
Budget remaining after this award	(\$46,888.40)	*

*The shortfall of \$46,888.40 will be funded from the Non-DC capital contingency account.

The shortfall can be attributed to additional scope identified by the consultant and not originally accounted for in the capital budget request. These items include the removal of a street light post to install a new concrete base, the replacement of water drainage components for the catch basins, replacement of concrete curb and asphalt at front entrance, supply of new subbase granular material for proper ground levelling and water drainage.

OPERATING BUDGET AND LIFE CYCLE IMPACT

N/A

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:	Andy Taylor, Chief Administrative Officer
Re:	042-T-20 Lighting Upgrades at Pan Am Centre
Date:	June 25, 2020
Commission:	Community & Fire Services

BID INFORMATION

Bids closed on	June 17, 2020
Number picking up bid documents	18
Number responding to bid	10

BACKGROUND

This lighting upgrade project addresses lighting deficiencies from initial construction in the gym and pool area of the Pan Am Centre; including insufficient lighting level (below broadcast quality) required for large-scale or sport events, unstable lighting system and high burn-out rate of bulbs.

The project will commence upon award and be completed by September 30, 2020.

RECOMMENDATION

Recommended bidder	JSK Electrical Services Inc. (lowest priced bidder)	
Current budget available	\$200,008.00	500-101-5399-16269 Pan Am Other Works
Less cost of award	\$118,346.88 <u>\$ 11,834.69</u> \$130,181.57	Cost of award* Contingency @10% Total cost of award (Inclusive of HST)
Budget remaining after this award	\$ 69,826.43	**

*The cost of award includes cash allowance of \$17,604.48 for commissioning of the control system.

**The remaining budget in the amount of \$69,826.43 will be returned to the original funding source.

OPERATING BUDGET AND LIFE CYCLE IMPACT

The lighting upgrade will eliminate repair expenses and reduce annual utility expenses by approximately \$34,953, with approximate payback of 4.23 years. The total cost of the project is \$134,867 (\$118,346.88 Award Amount + \$11,834.69 Award Contingency + \$17,686 Consulting Fees – \$13,000 IESO/Alectra incentive). Upgraded LED lights have a useful life of 25 years.

The operating budget will be adjusted to reflect the energy savings of \$34,953 in 2022, after the first full year of operation. The Life Cycle Reserve Study will be updated to reflect the actual cost and year of replacement after project completion.

ENVIRONMENTAL CONSIDERATIONS

Replacing the less efficient and defective lights with high efficiency LEDs will achieve energy savings of approximately \$34,953 per year. Existing light fixtures will be properly sorted and recycled.

To:	Andy Taylor, Chief Administrative Officer
Re:	062-T-20 Retro-Reflectivity Inspection of Regulatory Signs
Date:	June 25, 2020
Commission	Community & Fire Services

BID INFORMATION

Bid closed on	June 18, 2020
Number picking up bid document	5
Number responding to bid	5

BACKGROUND

To obtain approval to award the contract for retro-reflectivity inspection of regulatory signs and warning signs in accordance with the Ontario Traffic Manual (OTM) Book 5, 6 and 8. This manual requires signs to be either illuminated or composed of retro-reflective sheeting materials. Retro-reflective sheeting materials degrade over time and therefore have a limited life. Municipalities must evaluate signs annually to ensure that the minimum retro-reflectivity is maintained.

The scope of work includes updating data as it relates to all regulatory and warning signs, parking and turning restrictions, including sign GPS locations, attributes and conditions, carry out a retro-reflectivity assessment, add and record bar codes for signs that presently do not have bar codes. This information and data collected will be used to maintain the City of Markham's GIS sign inventory database and meet its legislative requirements as it relates to street signs.

It is anticipated that all the work will be completed by October 31 in each year.

RECOMMENDATION

Recommended bidder	Fernandes Nuclear Products Inc. (lowest priced bidder)	
Current budget available	\$ 53,787.00	700-505-5399 WRSD Other Contracted Services
Less cost of award	\$ 56,569.12 \$ 56,569.12 \$ 56,569.12 \$ 56,569.12 \$226,276.48	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	(\$ 2,782.12)	***

Bids received in response to this Request for Tender exceeded the City's budget. Consequently, Staff entered into negotiations with the low bidder (Fernandes Nuclear Products Inc.) to reduce pricing in order to reduce the budget shortfall. Staff were able to negotiate a price reduction, which resulted in a savings of \$773.37 (\$57,342.49 - \$56,569.12).

RECOMMENDATION (Continued)

The term of the Contract is for a period starting from contract award to October 31, 2020, with an option to renew for an additional three (3) terms (June 1 to October 31 of each applicable year). 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 December 31 in the applicable year up to a maximum of 2%. Years 2 to 4 are subject to budget approvals.

The budget shortfall of \$2,782.12 will be reported as part of the 2020 year-end results of operations. The 2021 operating budget will be increased by \$3,913.50 (\$2,782.12 plus \$56,569.12 x 2%) to reflect the new pricing of this contract, subject to Council approval. The prices under this contract are 7.4% higher compared with the 2017 – 2019 contract.

OPERATING BUDGET AND LIFE CYCLE IMPACT

The 2021 operating budget will be increased to reflect the new pricing of this award. There is no incremental impact to the Life Cycle Reserve Study.

ENVIRONMENTAL CONSIDERATIONS

N/A

STAFF AWARD REPORT

To:	Andy Taylor, Chief Administrative Officer
Re:	064-T-20 Vestibule Addition at Pan Am Centre
Date:	May 15, 2020
Commission:	Community & Fire Services

BID INFORMATION

Bids closed on	April 28, 2020
Number picking up bid documents	21
Number responding to bid	15

BACKGROUND

To obtain approval to award the contract for vestibule addition at the Pan Am Centre.

The project will be completed by August 31, 2020.

RECOMMENDATION

Recommended bidder	MRP Builders Engineers Inc. (lowest priced bidder)	
Current budget available	\$479,150.15	500-101-5399-20149 Pan Am Centre Vestibule
Less cost of award	\$437,521.19 \$ 41,564.51 \$479,085.70	Cost of award Contingency @ 9.5% Total cost of award (Inclusive of HST)
Budget remaining after this award	\$ 64.45	*

*The remaining budget of \$64.45 will be returned to the original funding source.

The original low bid price was \$470,084.39 and through negotiations and value engineering, Staff were able to reduce the cost of the award by \$32,563.29 (\$470,084.39 - \$437,521.19) while not impacting the scope of the project.

OPERATING BUDGET AND LIFE CYCLE IMPACT

The new vestibule addition is expected to reduce facility heating and cooling costs by reducing outdoor air exchange that currently significantly affects the lobby area. The operating budget will be adjusted accordingly for any heating and cooling savings after the first full year of operation with the vestibule. The Life Cycle Reserve Study will be updated to reflect the actual cost and year of replacement after project completion.

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.

#15



STAFF AWARD REPORT

To:	Graham Seaman, Director of Sustainability & Asset Management
Award:	067-Q-20 Roof Restoration at the Sign Shop
Date:	July 20, 2020
Commission:	Corporate Services

BID INFORMATION

Bids closed on	July 10, 2020
Number picking up bid documents	9
Number responding to bid	4

BACKGROUND

The scope of work includes restoration of the Sign Shop sloped and flat roofs located at 555 Miller Avenue.

The project will commence upon award and be completed by September 30, 2020.

RECOMMENDATION

Recommended bidder	Industrial Roofing Services Limited (lowest priced bidder)	
Current budget available	\$62,782.00	270-101-5399-19085 Roof Replacement Projects
Less cost of award	\$47,335.70 <u>\$ 4,733.57</u> \$52,069.27	Cost of Award Contingency (10%) Total Award
Budget remaining after this award	\$10,712.73	*

* Remaining budget of \$10,712.73 will be returned to 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 adjusted based on the received bids.

ENVIRONMENTAL CONSIDERATIONS

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

To:	Andy Taylor, Chief Administrative Officer
Re:	079-T-20 Play Equipment Replacement & Site Work at Various Parks
Date:	July 27, 2020
Commission	Community & Fire Services

BID INFORMATION

Bid closed on	March 26, 2020
Number picking up bid document	18
Number responding to bid	16

BACKGROUND

Staff issued a tender to the market for play equipment replacement & site work at the following various parks:

- | | | |
|------------------------------|--------------------------------|---------------------------|
| 1. Royal Orchard Park | 2. Bayview Glen Park | 3. Bishops Cross Park |
| 4. Carlton Park | 5. Cedar Grove Park | 6. German Settlers Park |
| 7. James Edward Park (South) | 8. John Canning Park | 9. Milton Fierheller Park |
| 10. Monarch Park | 11. Railside Park | 12. Rayneswood Park |
| 13. Reesor Park | 14. Victoria Square North Park | |

Due to the COVID-19 pandemic, Staff only recommend awarding two (2) of the parks (James Edward South and Bayview Glen Park) under this report to be completed in 2020, with the remaining twelve (12) parks to be deferred. The vendor has agreed to hold negotiated prices for the remaining twelve (12) parks until 2021 and Staff will seek the appropriate approval authority under a separate report to award the 2021 work.

The Work will consist of the following:

- Temporary fences;
- Removal & stockpiling of existing sand and EWF (engineered wood fibre) safety surface;
- Removal & disposal of rubber safety surface (one location);
- Removal & disposal of existing play equipment;
- Coordination for supply and install of new play equipment;
- Place back of stockpiled sand and EWF safety surface;
- Import of additional Hutcheson sand (one location);
- Installation of new rubber safety surface (one location);
- Asphalt, concrete and drainage work (one location);
- Site restoration; and
- Coordination of CSA inspections.

All efforts are made to ensure that a like-for-like replacement strategy is implemented with specific attention given to replacing the same number of play elements as the equipment that is being removed.

RECOMMENDATION

Recommended bidder	J. Hoover Ltd. (lowest priced bidder)	
Current budget available	\$829,770.00	059-6150-20210-005 Play structure Replacement
Less cost of award	\$204,333.25 <u>\$ 12,260.00</u> \$216,593.25	Cost of award (inclusive of HST)* Contingency (6%) Total cost of award (inclusive of contingency and HST) **
Budget remaining after this award	\$613,176.75	**

*Cost is for the completion of two (2) parks in 2020 (James Edward Park South and Bayview Glen Park).

**The remaining budget of \$613,176.75 may be utilized for the remainder of the twelve (12) parks. The completion of these parks will be determined in 2021.

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

All trees and plants to be protected during the work, with the installation of protective fencing to protect existing trees and shrubs.

STAFF AWARD REPORT**Page 1 of 2**

To:	Brenda Librecz, Commissioner, Community & Fire Services
Re:	097-Q-20 Supply and Delivery / Pick-Up of Turf Grass Sod
Date:	June 3, 2020
Commission	Community & Fire Services or Development Services

BID INFORMATION

Bid closed on	May 15, 2020
Number picking up bid document	5
Number responding to bid	2

BACKGROUND

To obtain approval to award the contract for the supply and delivery / pick-up of 11,000 rolls of turf grass sod for a period of three (3) years (2021 – 2023).

RECOMMENDATION

Recommended bidder	nu. Fairgreen Sod Farms Ltd. (lowest priced bidder)	
Current budget available	\$21,491.71	Various Accounts (see Financial Considerations)
Less cost of award	\$28,543.68	Year 1 – 2021 award (Incl. of HST)
	\$28,543.68	Year 2 – 2022 award (Incl. of HST)
	<u>\$28,543.68</u>	Year 3 – 2023 award (Incl. of HST)
	\$85,631.04	Total cost of award (Incl. of HST)
Budget remaining after this award	(\$7,051.97)	*

Years 2 and 3 (2022 and 2023) are subject to an annual price increased 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 2%.

*The 2021 operating budget will be increased by \$7,051.97 (\$28,543.68 less \$21,491.71) to reflect the pricing of this new contract, subject to Council approval. The pricing under this contract represents an increase of 28% over 2017 – 2020 pricing, primarily due to the increased cost for irrigation, fertilizer, labour, equipment and land cost required to produce the sod.

OPERATING BUDGET AND LIFE CYCLE IMPACT

The 2021 operating budget will be increased by \$7,051.97 based on this award. There is no incremental impact to the Life Cycle Reserve Study.

FINANCIAL CONSIDERATIONS

Account Name	Account #	Budget Available	Cost of the Award	Budget Remaining/ (Shortfall)
Sportsfield Maintenance	730-732-5415	\$ 15,044	\$ 19,981	\$ (4,937)
ROW- Horticulture	700-501-4400	\$ 6,448	\$ 8,563	\$ (2,115)
Totals:		\$ 21,492	\$ 28,544	\$ (7,052)

The current annual budget for this purchase is \$21,492 and is based on the previous contract price, with the same estimated annual quantity of 11,000 rolls.

ENVIRONMENTAL CONSIDERATIONS: N/A

To:	Andy Taylor, Chief Administrative Officer
Re:	098-T-20 Supply and Delivery of Grass Seed
Date:	May 25, 2020
Commission	Community & Fire Services or Development Services

BID INFORMATION

Bid closed on	May 25, 2020
Number picking up bid document	5
Number responding to bid	5

BACKGROUND

To obtain approval to award the contract for the supply and delivery of grass seed.

The term of the Contract will be from contract award to October 31, 2020, with the option to renew for three (3) additional terms (from April 1 to October 31 for each applicable term).

RECOMMENDATION

Recommended bidder	Speare Seeds Limited (lowest priced bidder)	
Current budget available	\$110,898.00	730-732-5415 PKSMT Sportsfield Maintenance
Less cost of award	\$110,870.22	Year 1 – 2020 award (Incl. of HST)*
	\$121,138.11	Year 2 – 2021 award (Incl. of HST)
	\$121,138.11	Year 3 – 2022 award (Incl. of HST)
	<u>\$121,138.11</u>	Year 4 – 2023 award (Incl. of HST)
	\$474,284.55	Total cost of award (Incl. of HST)
Budget remaining after this award	\$ 27.78	**

*Due to the ongoing pandemic, the estimated annual quantity for 2020 has been reduced from 1,641 bags (at 25 kg per bag) to 1,503 bags of grass seed as sportsfields are not yet open to the public. While the majority of grass seed is utilized in sportsfields, it is also used in parks on facility campuses and roadside repairs (ditching). Operations Parks will order grass seed as required and any remaining amount from the annual budget will be reported as a favourable variance as part of the year-end results of operations. For any option terms exercised, the full estimated annual quantity will remain at 1,641 bags and the 2021 operating budget and future budgets will be amended accordingly, subject to Council approval.

**The favourable variance of \$27.78 will be reported as part of the 2020 year-end results of operations. The 2021 operating budget will be increased by \$10,240.11 to reflect the new pricing of this contract.

The term of the Contract will commence from contract award to October 31, 2020, with an option to renew for three (3) additional terms (from April 1 to October 31 for each applicable term). The optional extension years will be subject to an annual price increase/decrease 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 2%. Years 2 to 4 are subject to budget approvals.

OPERATING BUDGET AND LIFE CYCLE IMPACT

The 2021 operating budget will be increased to reflect the new pricing of this award. There is no incremental impact to the Life Cycle Reserve Study.

ENVIRONMENTAL CONSIDERATIONS

N/A

STAFF AWARD REPORT

To:	Arvin Prasad, Commissioner, Development Services
Re:	104-T-20 New Infill Residential Service Connections at Various Locations
Date:	May 25, 2020
Commission	Development Services

BID INFORMATION

Bid closed on	May 20, 2020
Number picking up bid document	15
Number responding to bid	8

BACKGROUND

To obtain approval to award the contract for water, sanitary and storm sewer connections at various locations. Upon receipt of applications from City of Markham property owners, engineering staff obtain pricing from qualified companies for the installation of water, storm and/or sanitary service connections to service residential lots. The locations identified in this Request for Tender are as follows:

Location 1: 217 Bayview Fairway Hts (Storm/Sanitary/Water)

Location 2: 9 Lincoln Green Dr (Storm/Sanitary/Water)

Location 3: 15 Galsworthy Dr (Storm/Sanitary/Water)

Location 4: 115 Senator Reesor's Dr (Sanitary/Water)

Location 5: 12 Paradise Ave (Sanitary/Water)

Location 6: 172 Krieghoff Ave (Sanitary)

Location 7: 26 Ramona Blvd (Water)

Location 8: 41 Lillian Ave (Storm/Sanitary/Water)

Location 9: 40 River Bend Rd (Sanitary/Water)

Location 10: 42 River Bend Rd (Sanitary)

Location 11: 44 River Bend Rd (Sanitary/Water)

Location 12: 46 River Bend Rd (Sanitary)

Location 13: 12 Sir Constantine Dr (Storm/Sanitary/Water)

Location 14: 11 Princess St (Sanitary/Water)

RECOMMENDATION

Recommended bidder	2708268 Ont. Inc. o/a Nelli Construction (lowest priced bidder)	
Budget allocated to award	\$159,254.40	083-5350-20303-005 Residential Water Service*
Less cost of award	\$159,254.40	Construction (Incl. of HST)**
Budget remaining after this award	\$ 0.00	

* Service connections are fully recoverable from homeowners and work does not commence until payment is received by the City. The issuance of a Purchase Order is contingent upon receipt of payment from homeowners.

**The City will be collecting the tendered cost and the 1.76% HST impact from homeowners for the service connections.

OPERATING BUDGET AND LIFE CYCLE IMPACT

N/A

ENVIRONMENTAL CONSIDERATIONS

N/A

#20



STAFF AWARD REPORT

To:	Arvin Prasad, Commissioner, Development Services
Re:	110-T-20 Traffic Signal Assets Replacement
Date:	July 16, 2020
Commission	Development Services

BID INFORMATION

Bid closed on	July 9, 2020
Number picking up bid document	10
Number responding to bid	10

BACKGROUND

To obtain approval to award the contract for traffic assets replacement. The work includes the supply and installation of vehicular and pedestrian traffic signal heads at 1 location, replacement of LED indicators at 20 locations, pre-emption detectors at 6 locations and audible pedestrian signal stations at 6 locations. It is anticipated that the project will commence in August and be completed by November 30, 2020.

RECOMMENDATION

Recommended Bidder	Guild Electric Limited (lowest priced bidder)	
Current Budget Available	\$207,722.00	640 101 5699 20050 Traffic Asset Replacement
Less cost of award	\$130,982.26 <u>\$ 13,098.23</u> \$144,080.49	Construction (Incl. of HST) Contingency @ 10% Total Construction Award (Incl. of HST)
Budget Remaining after this award	\$ 63,641.51	*

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

OPERATING BUDGET AND LIFE CYCLE IMPACT

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

ENVIRONMENTAL CONSIDERATIONS

N/A

STAFF AWARD REPORT

To:	Trinela Cane, Commissioner, Corporate Services
Re:	111-Q-20 Installation of Security Gate System & Light Pole at 8100 Warden Avenue
Date:	July 9, 2020
Commission:	Corporate Services

BID INFORMATION

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

BACKGROUND

The purpose of this security upgrade project is to address vandalism and theft incidents at 8100 Warden Avenue. The scope of work includes supply and installation of the following:

- a security gate system (one vehicle gate & one pedestrian gate)
- one light pole with fixture
- access control system (with one new camera)

The work will commence upon award and completed by October 31, 2020.

RECOMMENDATION

Recommended bidder	B-line Trenching Inc. (lowest priced bidder)	
Current budget available	\$80,000.00	270-101-5399-19075 Corporate Security Operations & System Replacements
Less cost of award	\$88,035.43 \$ 4,401.77 \$92,437.20	Cost of award Contingency 5% * Total Award (incl. HST impact)
Budget remaining after award	(\$12,437.20)	**

*The standard contingency of 10% has been reduced to 5% based on previous experience.

**The budget shortfall was mainly due to the final gate location being further from the building than originally estimated and requiring additional lighting, boring and cabling, as well as an unbudgeted camera to further improve security measures due to recent incidents. The shortfall will be funded from the 8100 Warden and On-Demand components of Project # 20070 "Corporate Security Operations & System Replacements" (GL account 270-101-5399-20070).

OPERATING BUDGET AND LIFE CYCLE IMPACT

The incremental operating impact is minimal and will be absorbed within the current operating budget. The Life Cycle Reserve Study will be updated after project completion.

ENVIRONMENTAL CONSIDERATIONS

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

To:	Andy Taylor, Chief Administrative Officer
Re:	114-T-20 Steel Beam Guide Rail Installation, Repairs & Upgrades
Date:	July 14, 2020
Commission	Community & Fire Services

BID INFORMATION

Bid closed on	June 30, 2020
Number picking up bid document	3
Number responding to bid	2

BACKGROUND

To obtain approval to award the contract for steel beam guide rail inclusive of end treatment installation, repairs and upgrades to meet the latest Ontario Provincial Standards Specifications (OPSS) and to improve safety at the following locations:

- Langstaff Road, west of Bayview Avenue;
- Denison Road, east of Warden Avenue, south side of road;
- Kirk Drive, at Park west of Shieldmark Crescent;
- Pinevale Road, street terminus;
- Sarah Jane Court, street terminus; and
- Vanessa Road, street terminus.

The scope of work also includes emergency repairs due to vehicular accidents / incidental damages and spot repair locations along Elgin Mills Road, Reesor Road and 19th Avenue. It is anticipated that the work for the above locations will be completed by December 31, 2020.

RECOMMENDATION

Recommended bidder	Peninsula Construction Inc. (lowest priced bidder)	
Current budget available	\$154,800.00	Various Accounts (see Financial Considerations)
Less cost of award	\$166,762.25	Total Cost of Award (Incl. of HST)
Budget shortfall	(\$11,962.25)	

The original bid price (\$188,329.78) submitted by the low bidder exceeded the City's budget by \$33,529.78 (\$188,329.78 - \$154,800.00). Consequently, Staff entered into negotiations with the low bidder and were able to reduce the shortfall by \$21,576.53 as follows:

1. Button Bush location in the amount of \$4,477.44 was removed from the contract award. This location was repaired recently due to the condition of the guiderail.
2. Procurement Staff negotiated a cost reduction of \$17,090.09 while maintaining the same scope of work.

After removing the Button Bush location and negotiating a reduction, the shortfall was due to the three unbudgeted spot repair locations as noted above.

The budget shortfall of \$11,962.25 will be funded from the Non-DC Capital Contingency account.

OPERATING BUDGET AND LIFE CYCLE IMPACT

There is no incremental impact to the operating budget. The Life Cycle Reserve Study will be monitored and any adjustments deemed necessary will be made in the future, based on staff awards.

FINANCIAL CONSIDERATIONS

Account Name	Account #	Amount Allocated for this Purchase	Cost of Award	Budget Remaining/ (Shortfall)
Guiderail - Install-Repair - Upgrade	050-6150-20186-005	\$ 114,800	\$ 109,678	\$ 5,122
Emergency Repairs	700-101-5399-20185	\$ 40,000	\$ 57,084	\$ (17,084)
Total		\$ 154,800	\$ 166,762	\$ (11,962)

Budget shortfall in the Emergency Repairs account 700-101-5399-20185 will first be covered by budget remaining in the Guiderail account 050-6150-20186-005 in the amount of \$5,122. Remaining shortfall in the amount of \$11,962 will be funded from the Non-DC Capital Contingency account.

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 (e.g. retaining walls).

STAFF AWARD REPORT

To:	Andy Taylor, Chief Administrative Officer
Re:	116-T-20 Open and Close City-Wide Irrigation Systems, Splash Pads and Washrooms
Date:	July 16, 2020
Commission	Community & Fire Services

BID INFORMATION

Bid closed on	June 15, 2020
Number picking up bid document	4
Number responding to bid	3

BACKGROUND

To obtain approval to award the contract for the opening (spring start-up starting in 2021) and closing (winterization) of city-wide irrigation systems, splash pads and washrooms for one (1) season with the option to renew for three (3) additional seasons at the same itemized pricing. The spring start-up services are completed by May 31 and the winterization services are completed by October 31 each applicable year.

This contract scope of work includes the following:

1. Irrigation systems (Quantity – 88)

Open and close all irrigated sports fields and parks city wide (including program controllers and timers) in parks and park facilities. The water is removed from all pipes, valves and sprinkler heads using compressed air.

2. Splash pads (Quantity – 26)

Open and close all splash pads city-wide (including program controllers and timers) in parks and park facilities. The work includes removing all nozzles and capping them shut; turning off the auto-fill to the holding tank; blowing out the lines; and powering down electronic equipment.

3. Washrooms (Quantity –12)

Open and close all city-wide washrooms in parks and park facilities. The main water shut-off valve at the curb is shut-off, then the main interior shut-off valve is to be turned off. Drain the system and blow out all plumbing pipes. Pressure test the system. Add antifreeze to plumbing drains.

RECOMMENDATION

Recommended bidder	Enviroturf Inc. (lowest priced bidder)	
Current budget available	\$148,224.00	Various Accounts (see Financial Considerations)
Less cost of award	\$ 74,111.61	2020 Winterization (Incl. of HST)
	\$148,223.21	2021 Spring start-up & winterization (Inc. of HST)
	\$148,223.21	2022 Spring start-up & winterization (Inc. of HST)
	\$148,223.21	2023 Spring start-up & winterization (Inc. of HST)
	\$ 74,111.60	2024 Spring start-up (Inc. of HST)
	\$592,892.84	Total cost of award (Incl. of HST)
Budget remaining after this award	\$ 74,112.39	*

RECOMMENDATION (Continued)

The award amount in 2020 excludes the cost of the 2020 spring start-up as this was part of the previous contract. The same contractor who closed the irrigation system in 2019 opened the irrigation system in case of any problems encountered during opening due to closing. There were no major issues with the spring 2020 opening.

*The remaining balance of \$74,112.39 was utilized for the 2020 spring start-up cost, which are estimated costs. Actual opening costs are expected to be on budget, however, the final figure will be provided by the vendor at the end of July. The 2020 spring start-up was delayed due to the pandemic and work was undertaken to open the irrigation system for the revised start date of June 26th, in line with provincial guidelines and as advertised on the City's website.

PRICE SUMMARY (inclusive of HST)

Bidder	Bid Price (a)	Estimated Materials (b)	Material Mark- Up (c)	Total (b) x (c) = (d)	Total Award (a + d)
Enviroturf Inc.	\$98,910.72	\$41,093.74	20%	\$49,312.49	\$148,223.21

(a) The bid price consists of 1,400 hours for the irrigation system, 350 hours for the splash pads, 50 hours for the washroom work at a rate of \$54.95/hour (a decrease of 6.9% compared to the previous contract).

(b) The estimated annual usage for materials of \$49,312.49 is based on previous year's actual materials requirements as well as future anticipated materials required due to the aging systems.

(c) Bids received in response to this Request for Tender exceeded the City's budget. Consequently, Staff entered into negotiations with the low bidder to reduce price in order to meet the City's approved budget. Staff were able to negotiate a reduction in the material mark-up from 25% to 20%, which resulted in savings of \$2,054.69 (\$51,367.18 - \$49,312.49)

OPERATING BUDGET AND LIFE CYCLE IMPACT

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

FINANCIAL CONSIDERATIONS

Account Name	Account #	Budget Available	Cost of Award	Budget Remaining
Sportsfield Maintenance	730-732-5415	\$ 113,120.00	\$ 56,560.00	\$ 56,560.00
Playground Contracted Services	730-739-5399	\$ 30,550.00	\$ 15,275.00	\$ 15,275.00
Facility Maintenance	730-743-5414	\$ 4,554.00	\$ 2,276.61	\$ 2,277.40
Total		\$ 148,224.00	\$ 74,111.61	\$ 74,112.40

The remaining budget of \$74,112.40 is allocated to the spring 2020 start-up.

ENVIRONMENTAL CONSIDERATIONS

N/A

STAFF AWARD REPORT

To:	Morgan Jones, Director, Operations
Re:	118-Q-20 Stairway Replacement – Unionville Main Street
Date:	July 15, 2020
Commission	Community & Fire Services

BID INFORMATION

Bid closed on	June 19, 2020
Number picking up bid document	13
Number responding to bid	11

BACKGROUND

To obtain approval to award the contract for the stairway replacement at Unionville Main Street. The scope of work shall include the removal, disposal and replacement of the stairs. It shall include, but is not limited to:

- Mobilization including security fencing, tree protection fencing, temporary signage of “stairway closed”, utility locates, equipment float, etc.;
- Supply and installation of concrete stairs;
- Supply and installation of railings on both sides;
- Supply and installation of tactile pins; and
- Restoration of site.

It is anticipated that all the work will start on September 1, 2020 and be substantially completed by October 9, 2020.

RECOMMENDATION

Recommended bidder	Environmental Contracting Ontario Inc. (lowest priced bidder)	
Budget allocated for this Award	\$69,213.00	059-6150-20216-005 Stairway Repairs
Less cost of award	\$77,291.81 <u>\$ 7,729.18</u> <u>\$85,020.99</u>	Cost of Award (Incl. of HST) 10% Contingency (Incl. of HST) Total cost of award (Incl. of HST)
Budget shortfall	(\$ 15,807.99)	*

*The budget shortfall of \$15,807.99 will be funded from the remaining budget from RFQ 138-Q-20 (project 20216) for stairway replacements for Romfield Tunnel Concrete Stairs and Irish Rose Drive Concrete Stairs, which had a budget surplus of \$102,836.20. The remaining budget of \$87,028.21 (\$102,836.80 - \$15,807.99) will be returned 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 monitored and any adjustments deemed necessary will be made in the future, based on staff awards.

ENVIRONMENTAL CONSIDERATIONS

N/A

**STAFF AWARD REPORT**

To:	Andy Taylor, Chief Administrative Officer
Re:	122-T-20 Armadale Community Centre Rooftop Unit Replacement
Date:	June 23, 2020
Commission:	Community & Fire Services

BID INFORMATION

Bids closed on	June 11, 2020
Number picking up bid documents	11
Number responding to bid	8

BACKGROUND

To obtain approval to award the contract for the removal and replacement of the existing rooftop unit including all associated electrical and control work at the Armadale Community Centre.

The existing unit was installed in 1996 and replacement is warranted based on conditions assessment. The work includes all fully operational and functional elements including equipment and integration to the building automation system.

Work to be completed by October, 2020.

RECOMMENDATION

Recommended bidder	EPL Consulting Corp OA PL Energy Services (lowest priced bidder)	
Current budget available	\$130,335.00 <u>\$9,448.42</u> \$139,783.42	500-101-5399-20103 - Rooftop unit replacement 270-101-5399-20064 - Facility energy program Total budget available
Less cost of award	\$143,364.84 <u>\$7,168.24</u> \$150,533.08	Bid price (Incl. of HST) Contingency (5%) Total cost of award (Incl. of HST)*
Budget remaining after this award	(\$10,749.66)	**

*The initial capital request was based on a cost estimate from a third party mechanical contractor. During the design phase and after budget approval, the consultant projected a cost estimate of \$200,000 that was reduced to \$130,000 - \$150,000 by re-using existing parts and equipment where feasible. The consultant believed the project budget was insufficient however, staff proceeded as recent market conditions have shown lower costs as contractors look to secure projects.

**The shortfall of \$10,749.66 will be funded from the Non-DC capital contingency account.

OPERATING BUDGET AND LIFE CYCLE IMPACT

The 2021 Life Cycle Reserve Study will be updated to reflect the award price and the units industry lifespan.

ENVIRONMENTAL CONSIDERATIONS

N/A

#26

**STAFF AWARD REPORT**

To:	Graham Seaman, Director, Sustainability & Asset Management
Re:	137-Q-20 Security Access Control Hardware Conversion from Software House to LenelS2 at Markham Civic Centre
Date:	July 10, 2020
Commission:	Corporate Services

BID INFORMATION

Bids closed on	July 3, 2020
Number picking up bid documents	7
Number responding to bid	6

BACKGROUND

The project includes security access control hardware conversion from Software House to LenelS2 at the Civic Centre. The work will commence upon award and completed by August 31, 2020.

RECOMMENDATION

Recommended bidder	Spotter Security Inc. (lowest priced bidder)	
Current budget available	\$110,000.00	270-101-5399-20070 Corporate Security Operations & System Replacements
Less cost of award	\$79,482.70 <u>\$ 7,948.27</u> \$87,430.97	Cost of award Contingency 10% Total Award (incl. HST impact)
Budget remaining after award	\$22,569.03	*

* The remaining budget of \$22,569.03 will be returned to 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 upon project completion.

ENVIRONMENTAL CONSIDERATIONS

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

STAFF AWARD REPORT

To:	Morgan Jones, Director, Operations
Re:	138-Q-20 Stairway Replacements – Romfield Tunnel Concrete Stairs & Irish Rose Drive Concrete Stairs
Date:	July 15, 2020
Commission	Community & Fire Services

BID INFORMATION

Bid closed on	July 6, 2020
Number picking up bid document	17
Number responding to bid	8

BACKGROUND

To obtain approval to award the contract for the stairway replacements at Romfield Tunnel and Irish Rose Drive. The scope of work shall include the removal, disposal and replacement of the stairs. It shall include, but is not limited to:

- Mobilization including security fencing, temporary signage of “stairway closed”, utility locates, equipment float, etc.;
- Supply and installation of concrete stairs;
- Supply and installation of railings on both sides;
- Supply and installation of tactile pins using a spacing template, at the top and bottom of stair landing as per Ontario Building Code including troweling four (4) recesses on each stair riser;
- Supply and installation of sidewalk bays; and
- Restoration of site.

It is anticipated that all the work will start on September 8, 2020 and be completed by October 31, 2020.

RECOMMENDATION

Recommended bidder	Avion Construction Group Inc. (lowest priced bidder)	
Budget allocated for this Award	\$167,200.00	059-6150-20216-005 Stairway Repairs
Less cost of award	\$ 58,512.00	Cost of Award (Incl. of HST)
	\$ 5,851.20	10% Contingency (Incl. of HST)
	\$ 64,363.20	Total cost of award (Incl. of HST)
Budget remaining	\$102,836.80	*

*\$15,807.99 of the remaining budget of \$102,836.20 will be utilized for the funding shortfall for the stairway replacement at Unionville Main St (RFQ 118-Q-20). The remaining balance of \$87,028.81 (\$102,836.80 - \$15,807.99) will be returned to the original funding source.

The work initially anticipated at Romfield Tunnel was for a complete replacement of the stairway including demolition and removal of the entire existing structure. However, the actual work to be undertaken is a partial removal of the stairway and an overlay (replacement) on top of the remaining existing structure, leading to lower demolition and removal costs.

OPERATING BUDGET AND LIFE CYCLE IMPACT

There is no incremental impact to the operating budget. The Life Cycle Reserve Study will be monitored and any adjustments deemed necessary will be made in the future, based on staff awards.

ENVIRONMENTAL CONSIDERATIONS

N/A

STAFF AWARD REPORT

To:	Mary Creighton, Director, Recreation Services
Re:	144-Q-20 Cornell Community Centre Pump Replacement
Date:	July 13, 2020
Commission:	Community & Fire Services

BID INFORMATION

Bids closed on	June 10, 2020
Number picking up bid documents	10
Number responding to bid	8

BACKGROUND

To obtain approval to award the contract for the removal and replacement of seven (7) pool pumps, two (2) whirlpool pumps, four (4) pit pumps, and one (1) hot water pump at the Cornell Community Centre. The existing pumps were installed in 2012 and replacement is warranted based on conditions assessment. The work includes replacing equipment like for like, re-insulation of pumps and reconnecting electrical components.

Work to be completed by September, 2020.

RECOMMENDATION

Recommended bidder	Hart Pump Service (1983) Ltd. (lowest priced bidder)	
Current budget available	\$84,000.00	500-101-4299-20119 – Pump Replacement
Less cost of award	\$83,958.02	Total cost of award (Incl. of HST)
Budget remaining after this award	\$41.98	*

*Remaining budget of \$41.98 will be returned to original funding source.

As outlined in Section 17.2 of the City's General Terms and Conditions, "The City reserves the right, in its sole discretion, to negotiate with the lowest priced bidder in the event that the bid prices submitted by the bidders exceed the City's budget". Consequently, staff reviewed potential opportunities and entered into negotiations with Hart Pump Service (1983) Ltd. to reduce the price in order to better meet the City's approved budget. Staff were able to reduce the price by \$1,372, from \$85,330.85 to \$83,958.02, a 2% reduction.

OPERATING BUDGET AND LIFE CYCLE IMPACT

There is no Life Cycle or Operating Budget impact.

ENVIRONMENTAL CONSIDERATIONS

N/A

STAFF AWARD REPORT

To:	Brian Lee, Director, Engineering
Re:	160-Q-20 New Infill Residential Service Connections at Various Locations
Date:	July 8, 2020
Commission	Development Services

BID INFORMATION

Bid closed on	July 8, 2020
Number picking up bid document	10
Number responding to bid	7

BACKGROUND

To obtain approval to award the contract for water, sanitary and storm sewer connections at various locations. Upon receipt of applications from City of Markham property owners, engineering staff obtain pricing from qualified companies for the installation of water, storm and/or sanitary service connections to service residential lots. The locations identified in this Request for Tender are as follows:

Location 1: 14 Worsley Crt.

Location 2: 1 Markham St.

Location 3: 26 Hawkridge Ave.

Location 4: 86 Emmerloord Cres

Location 5: 50 Apple Orchard Path

Location 6: 8 Glenbourne Park Dr

RECOMMENDATION

Recommended bidder	MAAD Excavation Inc. ((lowest priced bidder locations 1) Nelli Construction (lowest priced bidder locations 2-6)	
Budget allocated to award	\$56,096.22	083-5350-20303-005 Residential Water Service*
Less cost of award	\$56,096.22	Construction (Incl. of HST)**
Budget remaining after this award	\$ 0.00	

* Service connections are fully recoverable from homeowners and work does not commence until payment is received by the City. The issuance of a Purchase Order is contingent upon receipt of payment from homeowners.

**The City will be collecting the tendered cost and the 1.76% HST impact from homeowners for the service connections.

OPERATING BUDGET AND LIFE CYCLE IMPACT

N/A

ENVIRONMENTAL CONSIDERATIONS

N/A

To:	Phoebe Fu, Director, Environmental Services
Re:	002-Q-20 Consulting Engineering Services for Streetlight Poles Condition Inspection
Date:	July 2, 2020
Commission:	Community and Fire Services

BID INFORMATION

Bids closed on	February 13, 2020
Number picking up bid documents	13
Number responding to bid	8

BACKGROUND

To obtain approval to award the contract for the streetlight poles 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, in 2011, the City commenced a program to investigate the condition of the City-owned streetlight poles. Based on the condition inspection, rehabilitation program will be developed.

The work will be completed by September 30, 2020

RECOMMENDATION

Recommended Bidder	HDR Corporation (Highest Ranked/ Lowest Priced Bidder)	
Current budget available	\$ 92,000.00	750-101-5699-20241 Streetlight Poles Condition Inspection
Less cost of award	\$ 86,645.30 \$ 5,198.72 \$ 91,844.02	Award (incl. HST impact) * Contingency 6% Total Award (incl. HST impact)
Budget remaining after award	\$ 155.98	**

*The original bid price was \$96,517.92 and over budget, mainly due to a one-time software update to the ESRI/ArcGIS platform that was not known at the time of budget submission. Through negotiations, Procurement Staff were able to reduce the cost of the award by \$9,872.61 (\$96,517.92 - \$86,645.30) while not impacting the scope of the project and including the one-time software update.

**The remaining balance of \$155.98 will be returned to original funding source.

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
HDR Corporation	93.2

*Total Bid prices ranged from \$86,645.30 to \$264,290.05.

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**Page 1 of 2**

To:	Andy Taylor, Chief Administrative Officer
Re:	027-R-20 - Consulting Engineering Services for Flood Damage Reduction of Commercial Properties within the Don Mills Channel Floodplain
Date:	July 31, 2020
Commission:	Community and Fire Services

BID INFORMATION

Bids closed on	July 16, 2020
Number picking up bid documents	9
Number responding to bid	2*

*Reasons for no-bid includes current workload, resource constraints, project risk profile for potential claims, specialized work.

BACKGROUND

To obtain approval to award the contract for consulting engineering services for flood damage reduction of commercial properties within the Don Mills Channel floodplain. This program will assess 43 properties that are at risk of flooding within the study area to increase the level of flood resiliency. The work will commence upon award and be completed by December 2021. The work for 2020 and 2021 is scheduled as follows:

2020:

- Review of background information, flood-proofing techniques, emergency management and warning systems
- Individual site investigations for 33 properties with no building at risk
- Outreach (targeted education) for 10 properties with buildings at risk

2021: (Subject to Council Approval)

- Individual site investigations, concept design and feasibility study for up to 10 properties with a building at risk, subject to participation by each property owner.
- Development of an incentive program for site improvements to protect properties from flood damage during large storms

RECOMMENDATION

Recommended Bidder	The Municipal Infrastructure Group Ltd. (highest ranked / lowest price bidder)	
Current budget available	\$142,600.00	750-101-5699-19231 Don Mills Channel - Flood Proofing Education Program
Less cost of award	\$ 59,448.19	2020 Award (incl. HST impact)
	\$ 5,944.82	2020 Contingency 10%
	\$ 65,333.01	2020 Total Award (incl. HST impact)
	\$104,242.94	2021 Award (incl. HST impact) *
	\$ 10,424.29	2021 Contingency 10%
	\$114,667.24	2021 Total Award (incl. HST impact)
	\$180,000.25	Total Award (2020 & 2021)
Budget remaining after award	\$ 77,206.99	**

RECOMMENDATION (Continued)

*Award is subject to Council approval of the 2021 Capital budget.

**The remaining budget of \$77,206.99 will be returned to original funding source.

The recommended consultant, The Municipal Infrastructure Group Ltd., has strong experience in flood damage remediation, and past 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, and 30% for price, totaling 100%.

Bidder	Score
The Municipal Infrastructure Group Ltd.	95.8

* Bid prices ranged from \$163,691.14 to \$330,162.71, inclusive of HST Impact and exclusive of contingency.

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**Page 1 of 2**

To:	Andy Taylor, Chief Administrative Officer
Re:	107-R-20 German Mills Meadow Environmental Monitoring Program
Date:	May 26, 2020
Commission	Community & Fire Services

BID INFORMATION

Bid closed on	April 24, 2020
Number picking up bid document	16
Number responding to bid	10

BACKGROUND

To obtain approval to award the contract for the German Mills Meadow Environmental Monitoring Program.

The firm is to provide services to the City to ensure continuous maintenance and compliance of the closed Former Sabiston Landfill in the German Mills Meadow and Natural Habitat to the requirements of the Ministry of the Environment, Conservation and Parks (MECP). The site is located west of Leslie Street, on the south side of John Street at 2001 John St. in the City of Markham.

The work includes monitoring of the existing gas collection system, environmental monitoring of the leachate plume in relation to German Mills Creek, review of record documents, making recommendation from results of monitoring, ensuring compliance with all agency regulations/certificate of authorizations, coordinating with external agencies, supporting City staff in preparation of Council and committee reports/presentations, documenting findings and recommendations of future actions.

The term of the contract is from July 1, 2020 to December 31, 2022.

RECOMMENDATION

Recommended bidder	Wood Canada Limited (highest ranked bidder / second lowest priced bidder)	
Current budget available	\$252,789.00	700-101-5699-20228 German Mills Meadow – Environmental Monitoring Program
Less cost of award	\$ 23,894.27	2020 Monitoring Program (July 1 - Dec. 31, 2020) Award (incl. of HST)
	\$ 23,207.39	2020 Soil Vapour Monitoring & Miscellaneous Work
	\$ 4,710.17	2020 Contingency @ 10%
	\$ 51,811.83	2020 Total Award
	\$ 49,823.73	2021 Monitoring Program (Jan 1 – Dec. 31, 2021) Award (incl. of HST)
	\$ 26,428.09	2021 Soil Vapour Monitoring & Miscellaneous Work
	\$ 7,625.18	2021 Contingency @ 10%
	\$ 83,877.00	2021 Total Award

RECOMMENDATION (Continued)

Less cost of award	\$ 50,661.22	2022 Monitoring Program (Jan. 1 – Dec. 31, 2022)
	\$ 26,498.30	Award (Incl. of HST)
	\$ 7,715.95	2022 Soil Vapour Monitoring & Miscellaneous Work
	\$ 84,875.47	2022 Contingency @ 10%
		2022 Total Award
	\$220,564.30	Total cost of award (2020 to 2022)
Budget remaining after this award	\$ 32,224.70	

The remaining budget of \$32,224.70 will be returned to the original funding source.

The soil vapour monitoring each year will only be undertaken if required and work will be authorized only if related parameters reach minimum threshold for further analysis of soil vapour concentrations. Any remaining funds in each year will be returned to the original funding source.

The miscellaneous works will only be undertaken if required and work will be authorized only if related works are identified or required to meet MECP requirements per their annual inspection report. Any remaining funds in each year 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: 20% for Bidder's previous experience and qualifications, 20% for qualification and experience of the project manager and team, 30% for project understanding, methodology, schedule and work plan, and 30% for price, totaling 100%. Bidders had to score a minimum of 75% (or 52.5 out of 70) in their technical proposal in order to proceed further for price evaluation.

Bidder	Score
Wood Canada Limited	88.49

*Total Bid prices ranged from \$190,883.68 to \$230,446.73 excluding contingency and including the soil vapour monitoring and miscellaneous works.

OPERATING BUDGET AND LIFE CYCLE IMPACT

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

ENVIRONMENTAL CONSIDERATIONS

The Consultant will provide services to ensure continuous maintenance and compliance of the closed Former Sabiston Landfill to the requirements of Ministry of the Environment, Conservation and Parks. This will ensure appropriate protection is provided to abutting properties and German Mills Creek.

STAFF AWARD REPORT**Page 1 of 2**

To:	Andy Taylor, Chief Administrative Officer
Re:	130-S-20 Supply and Delivery of Hydraulic Tools
Date:	May 21, 2020
Commission	Community & Fire Services

BACKGROUND

To obtain approval to award the contract for the supply and delivery of hydraulic tools for Fire Services.

The award includes, two (2) hydraulic spreaders, two (2) hydraulic cutters, two (2) hydraulic extension rams, two (2) gas powered pump/valve systems, core hydraulic hoses and other associated hardware.

These hydraulic tools are located on two (2) of the City's front run pumpers and are utilized mainly in auto extrication when a patient needs to be removed from a heavily damaged automobile. The use of hydraulic tools is not limited to automobile extrication and have been used in other rescue situations. The tools are safe, efficient and powerful, and are necessary equipment for firefighters to operate at the highest level in rescue situations. This equipment replaces similar tools that have reached the end of their useful lifecycle. Generally, after condition assessment, these tools are replaced at a 15 year interval. These tools were last replaced in 2005.

It is anticipated that all tools will be delivered by July 31, 2020.

RECOMMENDATION

Recommended bidder	Darch Fire (non-competitive procurement)	
Current budget available	\$93,500.00	067-6150-20094-005 Rescue Equipment – Powered Hydraulics Replacement
Less cost of award	\$92,784.77	Total cost of award (Incl. of HST)
Budget remaining after this award	\$ 715.23	*

* The remaining budget of \$715.23 will be returned to the original funding source.

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 (e) which states, "where the City is acquiring specialized equipment, such as firefighting equipment, in which case the sources of supply may be identified based on technical specifications prepared by the User Department.

OPTIONS/DISCUSSION

Markham Fire and Emergency Services (MFES) outfits 6 different front run apparatus with hydraulic rescue tools. While there are many different brands of hydraulic rescue tools available on the market, MFES have a preference for the Holmatro heavy hydraulic tool brand and continued standardization of these tools on the front run apparatus.

By standardizing these hydraulic tools, the City achieves the following benefits:

- In an emergency situation, it is important operationally that tools and accessories are interchangeable. Standardization allows for interchangeable at an emergency scene
- Eliminates the need for additional training
 - MFES mechanics have been trained on the inspection of all hydraulic tools and are similarly trained on small part replacement and minor repairs
 - Training Plans are created and implemented that are tool/manufacturer specific
- Inventory is kept at a minimum
 - A small stock pile of parts is maintained that result in faster repair and return to service of damaged tools
- Holmatro heavy hydraulic tools are competitively priced in the market

Distributor

Darch Fire is the only authorized sales and service provider for Holmatro Rescue Tools in the province of Ontario.

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:	131-S-20 Supply and Delivery of Air Cylinders 45+ Minutes Replacement for Self-Contained Breathing Apparatus (SCBA)
Date:	May 25, 2020
Commission	Community & Fire Services or Development Services

BACKGROUND

To obtain approval to award the contract for the supply and delivery of forty-three (43) 45+ minutes air cylinders for self-contained breathing apparatus (SCBA) for Markham Fire & Emergency Services (MFES). The cylinders being replaced have reached the end of their usable life span of fifteen (15) years and were last replaced in 2005.

It is anticipated that all goods will be delivered by June 30, 2020.

RECOMMENDATION

Recommended bidder	ResQtech Systems Inc. (non-competitive procurement)	
Current budget available	\$88,600.00	067-6150-20086-005 Air Cylinders 45+Minutes Replacement
Less cost of award	\$94,382.40	Total cost of award (Incl. of HST)
Budget remaining after this award	(\$ 5,782.40)	*

*The cost of cylinders came in under budget at \$87,600.10, however due to a minor change in specifications from a threaded connection attachment to a quick connect coupling, an additional \$6,782.30 (\$157.72 per cylinder) was required. The quick connect coupling allows for a faster cylinder exchange in an emergency scene and are also less susceptible to freezing in cold months. The budget shortfall will be funded from the Non-DC Capital Contingency.

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 (b) which states, “where there is only one source of supply for the goods to be purchased;” and
- Section 11.1 (e) “Where the City is acquiring equipment...in which case the sources of supply may be identified based on technical specifications prepared by the User Department.”

OPTIONS/DISCUSSION

MFES have been utilizing Interspiro SCBA for protection of the respiratory system during incidents for over 25 years. The City currently has 90 SCBA harness assemblies, 300 face pieces/breathing valves which include spares, 6 Rapid Intervention Crew Kits (RIC), a complete SCBA maintenance facility compatible with Interspiro SCBA, 7 trained SCBA Technicians, 280 - 45 minute air cylinders, 10 - 60 minute air cylinders, 6 station compressors Interspiro SCBA compatible, 1 air light truck compressor Interspiro SCBA compatible and 2 Enforcer brush/grass fire units Interspiro SCBA compatible.

131-S-20 Supply and Delivery of 45+ Minutes Air Cylinders for Self-Contained Breathing Apparatus**Page 2 of 2****OPTIONS/DISCUSSION (Continued)**

MFES does all the required annual testing and repairs of the breathing apparatus as required. This in house program leads to savings on the cost of an outside vendor, decreased amount of time equipment is out of service and saves on shipping costs to Woodstock, Ontario (where the vendor is located).

It will be necessary to purchase SCBA and related support equipment due to:

- Additional recruits hired;
- Staff retirements; and
- Replacements due to equipment failure/breakdown or based on the life cycle.

All maintenance and replacement parts required for the Interspiro self-contained breathing apparatus must be purchased from the manufacturer. Within Ontario, ResQTech Systems Inc. is the sole distributor for Interspiro SCBA.

OPERATING BUDGET AND LIFE CYCLE IMPACT

The updated component cost will be reflected in the next Life Cycle Reserve Study. There is no incremental impact to the operating budget.

ENVIRONMENTAL CONSIDERATIONS

N/A

#35

**STAFF AWARD REPORT**

To:	Andy Taylor, Chief Administrative Officer
Award:	133-S-20 Smart Commute Markham, Richmond Hill
Date:	June 29, 2020
Commission	Development Services

BACKGROUND

The program provides commuter options and travel demand management programs/services to businesses in the City of Markham under the Smart Commute Markham, Richmond Hill Transportation Management Association (TMA) banner. The other funding partners include the City of Richmond Hill and Region of York.

RECOMMENDATION

Recommended bidder	Smart Commute Markham – Richmond Hill (non-competitive procurement)	
Current budget available	\$76,300	640-101-5699-20046 Smart Commute Markham-Richmond Hill
Less cost of award	\$76,300	Award (Incl. of HST
Budget remaining after this award	\$ 0.00	

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 (c) which states, “when the extension of an existing contract would prove more cost-effective or beneficial;”

OPERATING BUDGET AND LIFE CYCLE IMPACT

N/A

ENVIRONMENTAL CONSIDERATIONS

The service provided will encourage local businesses and employees to use alternative travel modes, which supports Markham’s sustainability goals.

#36

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

To:	Andy Taylor, Chief Administrative Officer
Re:	109-T-20 Supply and Delivery of One (1) Cab and Chassis with Chipper Body
Date:	July 13, 2020
Commission	Community & Fire Services

BID INFORMATION

Bid closed on	June 17, 2020
Number picking up bid document	10
Number responding to bid	2*

*This is a niche market as it involves three different vendors to complete the final product.

The chassis is ordered from the US then drop shipped to a vendor in Mississauga where the hydraulics and chipper dump body are added. The vehicle is then shipped to the recommended bidder located in Markham where minor installations are done, PDI is completed and the vehicle is prepared for licensing.

BACKGROUND

To obtain approval to award the contract for one (1) cab and chassis with chipper body.

The unit being replaced (#3330) 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).

It is anticipated that the vehicle will be delivered by October 31, 2020.

RECOMMENDATION

Recommended bidder	Rush Truck Centres of Canada Limited (lowest priced bidder)	
Current budget available	\$113,928.00	057-6150-19207-005 Corporate Fleet Replacement – Non-Fire
Less cost of award	\$134,380.45	Total cost of award (Incl. of HST)
Budget shortfall	(\$20,452.45)	

Bids received in response to this Request for Tender exceeded the City's budget. Consequently, Staff attempted to enter into negotiations with the low bidder (Rush Truck Centres of Canada Limited); however, the low bidder was unable to reduce their pricing.

The budget shortfall is due to two components:

1. Budget submission was 2 years ago and CPI has increased by 2.02% over this period of time.
2. The chassis procured from the US is approximately 70% of the cost of this unit and the exchange rate has deteriorated since budget approval.

The budget shortfall of \$20,452.45 will be funded from the Non-DC Capital Contingency.

109-T-20 Supply and Delivery of One (1) Cab and Chassis with Chipper Body Page 2 of 2

OPERATING BUDGET AND LIFE CYCLE IMPACT

There is no incremental impact to the operating budget. The Life Cycle Reserve Study will be monitored and any adjustments deemed necessary will be made in the future based on staff awards.

ENVIRONMENTAL CONSIDERATIONS

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

#37

**STAFF AWARD REPORT**

To:	Brenda Librecz, Commissioner, Community & Fire Services
Re:	132-Q-20 Television Programming for Various Community Centres
Date:	May 11, 2020
Commission:	Community & Fire Services

BID INFORMATION

Advertised	By Invitation
Bids closed on	April 30, 2020
Number picking up bid documents	3
Number responding to bid	3

BACKGROUND

To obtain approval to award the contract for television programming services for a period of five (5) years subject to a 3% price increase annually.

The existing five-year television programming service commenced on June 1, 2015 and will be ending on May 31, 2020. The television subscription provides channels for various outlets that include televisions and fitness equipment across five community centres:

RECOMMENDATION

Recommended bidder	Bell Canada (Lowest Priced Bidder)	
Current budget available	\$24,463.00	Various Operating Accounts
Less cost of award	\$20,626.18	June 1, 2020 -May 31 2021 (Incl. HST)*
	\$21,244.97	June 1, 2021 -May 31 2022 (Incl. HST)*
	\$21,882.32	June 1, 2022 -May 31 2023 (Incl. HST)*
	\$22,538.79	June 1, 2023 -May 31 2024 (Incl. HST)*
	<u>\$23,214.95</u>	June 1, 2024 -May 31 2025 (Incl. HST) *
	\$109,507.20	Total cost of award (Incl. HST)
Budget remaining after this award	\$ 3,836.82	

* Subject to Council approval of the 2021, 2022, 2023 & 2024 operating budgets.

Note: The service (payment) was stopped in April due to COVID and will be restarted upon facility openings.

OPTIONS/DISCUSSIONS

The City's community centres are currently using hardware from Bell Canada. Staff invited Rogers Communications Inc., and Shaw Communications Inc. to visit each facility and determine monthly television programming and initial hardware setup costs. As each facility has already been outfitted with the proper digital network configurations, initial hardware setup costs were waived and only required monthly subscription costs as outlined.

132-Q-20 Television Programming for Various Community Centres**Page 2 of 2****FINANCIAL CONSIDERATION**

The current monthly cost inclusive of taxes for all five community centres is \$1,850.18 with Bell Canada. Staff negotiated a new five-year agreement with the same level of programming for a new monthly cost of \$1,718.85, a reduction of \$131.33 or 7%.

OPERATING BUDGET AND LIFE CYCLE IMPACT

Facility	Operating Accounts	Budget Available	Cost of Award
Angus Glen C.C.	504-921-5414	\$1,000.00	\$1,031.31
Aaniin C.C.	509-921-5104	\$5,345.00	\$3,712.71
Centennial C.C.	500-399-5104	\$5,959.00	\$4,950.28
Thornhill C.C.	501-921-5104	\$5,659.00	\$4,950.28
Cornell C.C.	505-921-5104	\$6,500.00	\$5,981.59
	Operating Total	\$24,463.00	\$20,626.18

ENVIRONMENTAL CONSIDERATIONS

N/A

#38

**STAFF AWARD REPORT**

To:	Morgan Jones, Director, Operations
Re:	174-Q-20 Supply and Delivery of One (1) 2020 Toyota Highland Hybrid
Date:	August 4, 2020
Commission	Community & Fire Services

BID INFORMATION

Bid closed on	July 31, 2020
Number picking up bid document	8
Number responding to bid	5

BACKGROUND

To obtain approval to purchase one (1) 2020 Toyota Highlander Hybrid Limited vehicle for the Mayor.

The 2012 unit being replaced (#5143) 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).

It is anticipated that the vehicle will be delivered in September 2020.

RECOMMENDATION

Recommended bidder	Don Valley North Toyota, a Div. of Weins Canada Inc. (lowest priced bidder)	
Current budget available	\$53,404.00	057-6150-19207-005 Corporate Fleet Replacement - Non-Fire
Less cost of award	\$53,347.63	Total cost of award (Incl. of HST)
Budget remaining after this award	\$ 56.37	*

*The remaining budget of \$56.37 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

N/A

#39

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

To:	Andy Taylor, Chief Administrative Officer
Re:	139-R-20 Benefit Plan Consulting Services
Date:	July 09, 2020
Commission:	

PURPOSE

On behalf of four local municipalities, York Region issued a Request for Proposal (CRFP 2019-03) for benefit plan consulting services. The following municipalities and York Region are the participating organizations:

1. City of Markham
2. Town of Aurora
3. Town of Newmarket
4. Town of East Gwillimbury

York Region has since awarded the contract to Buffet Taylor and under this report, Staff are seeking approval to issue a purchase order for the benefit plan consultant to mirror the Region's contract term.

BACKGROUND

The Region together with several of its local municipalities have created an Umbrella Benefit Group to leverage economies of scale to implement best practices and to share resources in respect to the management of their employee benefits plans. The benefit plan consultant will audit, analyze, negotiate, comment and make recommendations regarding the City's current benefits program and alternative plan options as required.

RECOMMENDATION

Recommended Bidder	Buffet Taylor (Highest Ranked/Lowest Priced Bidder)	
Current Budget Available	\$ 30,058.00	Acct # 030-2200039 (July 1, 2020 – December 31, 2020)
Less cost of award	\$ 24,870.14 \$ 223,831.30 \$ 28,696.30 \$ 19,843.20 \$ 297,240.94	July 1, 2020 – December 31, 2020 (City award) January 1, 2021 – June 30, 2025 (City award) July 1, 2020 – December 31, 2025 (MPL award) One-time Fee – if required (Consultant services) Total Cost of Award (Inclusive of HST)
Budget Remaining after this award	\$ 5,187.86	

The City award amount is \$49,740.28/year or \$248,701.44 (\$24,870.14 + \$223,831.30) over the term of this contract.

Markham Public Library award amount is \$5,739.26/year or \$28,696.30 over the term of this contract.

139-R-20 Benefit Plan Consulting Services**Page 2 of 2****RECOMMENDATION (CONTINUED)**

If required, the consultant will provide consultant services support to the umbrella group if a decision is made to go to the market for a new health and dental benefit provider. If this occurs, it will be within the initial five (5) years of the contract period. This total amount of \$99,216.00 is split between the five participating agencies ($\$99,216.00/5 = \$19,843.20$).

Unit Prices will remain firm fixed for the first year. Prices in years 2-5 will be adjusted in accordance with the annual rate of change in Consumer Price Index (CPI), for all items in Toronto, 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 2.5%.

The remaining budget will generate a favourable variance that will be included as part of the 2020 results of operations and will be addressed as part of the 2021 operating budget

EVALUATION SUMMARY

The evaluation was based on pre-established evaluation criteria as outlined in the RFP: Qualifications and Experience (5%), Understanding of Objectives, Quality of Approach and Methodology (35%), Proposed Work Plan with Time Table, Sample Reporting (21%), References (6%), Value Add (3%), Interview (10%) and Price (20%)

OPERATING BUDGET AND LIFE CYCLE IMPACT

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

The previous contract was based on 1.1% of total health and dental costs with the 2019 expense of \$60,116.46. Under this new contract, the fees will be in a fixed amount of \$49,658.88/ year and the only adjustment will be for CPI in years 2-5.

ENVIRONMENTAL CONSIDERATIONS

N/A