



Report to: General Committee

Meeting Date: March 21, 2022

SUBJECT: Staff awarded contracts for the months of January and February 2022
PREPARED BY: Alex Moore Ext. 4711

RECOMMENDATION:

1. THAT the report entitled “Staff Awarded Contracts for the Months of January & February 2022” 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.

Key Points:

- All purchases were in compliance with Procurement Bylaw 2017-8
- 10 contract awards totaling \$3,040,792.56 were approved during January & February 2022

BACKGROUND:

On a monthly basis, Procurement advises Council of all contracts awarded by the Chief Administrative Officer, Commissioners, or Directors with a total cost exceeding \$50,000.

The Procurement Bylaw delegates authority to staff to award contracts if the contract award meets specific criteria. The following chart outlines the award limits under the Procurement Bylaw:

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 is changed to either the Commissioner, CAO or Council.

- 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

The following table provides a synopsis of the procurement activities during January and February 2022.

Procurement Activity	Number of Awards	Total Award Value January and February 2022
Request for Tender (T)	3	\$1,876,935.55
Request for Quotation (Q)	2	\$ 158,079.21
Request for Proposal (R)	4	\$ 769,491.08
Non-Competitive Procurement (S)	1	\$ 236,286.72
Total Procurement Activity	10	\$ 3,040,792.56

The following table provides a synopsis of the procurement award amounts by Commission during January and February 2022.

Procurement by Commission	Number of Awards	Total Award Value January and February 2022
Development Services	2	\$1,688,368.88
Corporate Services	4	\$ 859,312.76
Community Services	3	\$ 340,979.72
Chief Administrative Office	1	\$ 152,131.20
Total Procurement Activity	10	\$3,040,792.56

Request for Tender (T) – is a method of procurement that is used when the exact specifications for the deliverables are known, there are two or more sources of supply and the vendors are only required to submit pricing information. Requests for Tenders are awarded to the low bidder unless reference checks or past performance warrants rationale for not awarding the contract.

Request for Quotation (Q) – is a method of procurement similar to a request for tender except the procurement is of a low dollar value (less than \$100,000) and may be issued to a limited number of bidders who are invited to submit bids. Requests for Quotations are awarded to the low bidder unless reference checks or past performance warrants rationale for not awarding the contract.

Request for Proposal (R) – is a method of procurement that is used where the deliverables are not clearly specified and it is anticipated that proponents may propose a variety of alternatives to fulfill the requirements. The evaluation of proposals includes both technical (70%) and financial (30%) evaluation and the award is made to the highest scoring proponent.

Non-Competitive Procurement (S) – is a method of procurement whereby the Treasurer and/or the Senior Manager, Procurement may, in consultation with the applicable Director negotiate a contract for the supply of goods and services without a competitive process. These awards are generally required under circumstances where: there is only one source of supply; extension of existing contract would be beneficial to the City; specialized equipment or vehicles are being acquired; or it is deemed to be in the City's best interest to not to solicit a competitive bid.

Development Services Commission

# 1		
Contract # 227-T-21 Green Lane Park – Construction The contract is for the construction of Green Lane Park at the southeast corner of Green Lane and Harold Lawrie Lane.	Department	Planning & Urban Design
	No. of Bids	16
	Vendor	39 Seven Inc.
	Budget	\$539,534.00
	Award Amount	\$539,531.88
	Variance	\$2.12
Scope of work includes - site preparation and grading of site, storm and electrical services, site servicing (sub-surface drainage) and grading, top soiling of site, planting and sodding, asphalt paving, acrylic court surfacing (basketball), lighting, playground equipment and safety surfacing, concrete curbs and concrete footings for basketball posts and shade structure.		
Term: The work will be completed by July 2022.		
# 2		
Contract # 246-T-21 Wardenview Park - Construction The contract is for the construction of Wardenview Park (Cherna Ave) located at the West Side of Rouge Valley Drive, North of Enterprise Blvd.	Department	Planning & Urban Design
	No. of Bids	23
	Vendor	Mopal Construction Ltd
	Budget	\$1,260,000.00
	Award Amount	\$1,148,837.00
	Variance	\$111,163.00
Scope of work includes - site preparation and grading, site servicing (storm and electrical), pedestrian crossing, top soiling, planting and sodding, concrete paving, site furnishings, tennis/pickleball court, fence and gates, playground area and a shade structure.		
Term: The work will be completed by September 2022.		
The remaining balance \$111,163.00 will be partially used for outstanding permits and signage requirements (\$8,500.00) and the balance of \$103,663.00 returned to the original funding source.		

Corporate Services Commission

# 3		
Contract # 229-Q-21 CCTV Security System Replacement at Centennial Community Centre	Department	S&AM
	No. of Bids	5
	Vendor	Metrobit Inc.
	Budget	\$91,505.27
	Award Amount	\$91,505.27
	Variance	\$0.00
<p>The project includes security video surveillance system upgrades at Centennial Community Centre and the adjacent Go Parking Garage.</p> <p>Term: The work will be completed by March 31, 2022.</p>		
# 4		
Contract # 253-T-21 CISCO Nexus Hardware	Department	ITS
	No. of Bids	8
	Vendor	Bell Canada
	Budget	\$298,116.00
	Award Amount	\$188,566.67
	Variance	\$109,549.33
<p>To project includes the supply and delivery of CISCO Nexus Hardware.</p> <p>Term: The Contract is for SIX (6) years and will expire on June 31, 2028.</p> <p>The remaining capital budget will be retained for the Citywide network switches and firewall replacement planned in project 21044.</p>		
# 5		
Contract # 079-R-21 Municipal Election (2022) – Supply and Implementation of an Online Voting System with Support and Services	Department	Legislative Services
	No. of Bids	4
	Vendor	SCYTL Canada Inc.
	Budget	\$474,411.00
	Award Amount	\$512,666.88
	Variance	(\$38,255.88)
<p>The project includes an online voting system and support for the 2022 Municipal Election. The contract includes both business and technical requirements to support Municipal Elections Act compliance as well as the principles of accessibility, accuracy, ballot secrecy, dependability, digital leadership, end-to-end verifiability, equality, fairness, integrity, security, sustainability and transparency.</p> <p>Term: The contract is for one (1) year commencing on January 1, 2022.</p> <p>The award estimate for the online voting system was \$474,411 or \$38,255.88 lower than the recommended award amount (including a 10% contingency). The shortfall will be addressed as part of the remaining budget.</p>		

# 6		
Contract # 237-Q-21 Heat Pump Replacement at Fire Station #93	Department	S&AM
	No. of Bids	2
	Vendor	360 Mechanical Group
	Budget	\$91,584.00
	Award Amount	\$66,573.94
	Variance	\$25,010.06
<p>The project includes the supply, delivery and replacement of an existing failed heat pump on the geothermal system at Markham Fire Station #93.</p> <p>Term: The contract is for five (5) years at the same itemized pricing (2022 -2026).</p> <p>The budget remaining after award is \$25,010.06. \$10,000 will be retained for additional contract administration and inspections as required during the project and the remaining \$15,010.06 will be returned to original funding source.</p>		
Community Services Commission		
# 7		
Contract # 041-S-22 Supply and Delivery of Five (5) Compact Vans	Department	Operations
	No. of Bids	Non-competitive
	Vendor	Port Whitby Village Inc.
	Budget	\$112,844.00
	Award Amount	\$236,286.72
	Variance	(\$123,442.72)
<p>The project is for the supply and delivery of five (5) compact vans (2022 Chrysler Grand Caravans). The units being replaced (#6083, 6084, 6085, 6095, and 6136) will be sold upon delivery of the new units in accordance with Purchasing By-Law 2017-8.</p> <p>Term: Vehicles will be delivered by May 31, 2022</p> <p>The shortfall of \$123,442.72 will be funded from Life Cycle Replacement and Capital Reserve Fund.</p>		
# 8		
Contract # 238-R-21 Consulting Engineering Services for Bridges and Culverts (Ontario Structure Inspection Manual (OSIM) Inspections) (2022/ 2023/ 2024)	Department	Environmental Services
	No. of Bids	7
	Vendor	WSP Canada Inc.
	Budget	\$100,400.00
	Award Amount	\$68,672.74
	Variance	\$31,727.26
<p>To project includes inspection of bridges and culverts as per the (OSIM) inspection program.</p> <p>Term: The term of the Contract is one (1) year, with an option to renew for two (2) years.</p> <p>The balance of \$31,727.26 for 2022 will be returned to the original funding source.</p>		

# 9		
Contract # 219-R-21 Water Laboratory Sampling Analysis	Department	Environmental Services
	No. of Bids	6
	Vendor	Bureau Veritas Canada
	Budget	\$48,723.87
	Award Amount	\$36,020.26
	Variance	\$12,703.61
<p>The project is for laboratory sampling analysis.</p> <p>Term: The term of the Contract is Two (2) years commencing March 1st, 2022 with an option to renew for two (2) additional ONE (1) year periods a year-to year basis.</p> <p>The remaining budget of \$12,703.61 will be reduced from the 2023 Waterworks operating budget accordingly.</p>		

Chief Administrative Office		
#10		
Contract # 206-R-21 Supply and Delivery of Firefighting Boots	Department	Fire Services
	No. of Bids	4
	Vendor	Safe design Apparel Ltd
	Budget	\$138,900.00
	Award Amount	\$152,131.20
	Variance	(\$13,231.20)
<p>The project includes supply and delivery of 260 firefighter boots (structural firefighting protective footwear).</p> <p>Term: Delivery is expected within four (4) weeks from order.</p> <p>The budget shortfall of \$13,231.20 will be funded from the Life Cycle Capital and Replacement Reserve.</p>		

RECOMMENDED BY:

Joel Lustig
Treasurer

Trinela Cane
Commissioner, Corporate Services