



Report to: General Committee

Meeting Date: March 28, 2023

SUBJECT: Staff Awarded Contracts for the Months of January and February 2023

PREPARED BY: Alex Moore, Ext, 4711

RECOMMENDATION:

1. THAT the report entitled “Staff Awarded Contracts for the Months of January & February 2023” 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
- 16 contract awards totaling \$ 12,810,797.13 were approved during January & February 2023

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.

In order to streamline the reporting process, Procurement has revised the monthly report to provide information pertinent to the contract award. 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 & February 2023.

Procurement Activity	Number of Awards	Total Award Value January & February 2023
Request for Tender (T)	10	\$ 12,071,863.86
Request for Quotation (Q)	2	\$ 132,624.31
Request for Proposal (R)	2	\$ 395,068.43
Non-Competitive Procurement (S)	2	\$ 211,240.53
Total Procurement Activity	16	\$ 12,810,797.13

The following table provides a synopsis of the procurement award amounts by Commission during January & February 2023.

Procurement by Commission	Number of Awards	Total Award Value January & February 2023
Development Services	4	\$ 527,692.74
Corporate Services	0	N/A
Community Services	12	\$12,283,104.39
Chief Administrative Office	0	N/A
Total Procurement Activity	16	\$12,810,797.13

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.

# 1 Development Services Commission		
Contract # 213-Q-17 Contract Extension for a Public Art Curator Term: Two (2) years commencing January 1, 2023 and ending December 31, 2024.	Department	Economic Growth, Culture & Entrepreneurship
	No. of Bids	Non-Competitive
	Vendor(s)	Yan Wu
	Budget	\$68,100.00
	Award Amount	\$63,498.24
	Variance	\$ 4,601.76
The remaining budget will be retained for other professional fees planned for 2023.		
# 2		
Contract # 277-R-22 Apple Creek Boulevard Corridor Review Term: The will be completed by August 31 2023.	Department	Engineering
	No. of Bids	9
	Vendor(s)	CIMA Canada Inc.
	Budget	\$240,400.00
	Award Amount	\$ 90,707.06
	Variance	\$149,692.94
The remaining budget will be returned to the original funding source.		
# 3		
Contract # 192-R-22 Hwy 404 Ramp Ext at Major Mackenzie (EA Amendment) Term: The work will be completed by November 2023.	Department	Engineering
	No. of Bids	3
	Vendor(s)	Gannett Fleming Canada ULC
	Budget	\$315,800.00
	Award Amount	\$304,361.37
	Variance	\$ 11,438.63
The remaining budget in the amount of \$11,438.63 will be used to pay for the TRCA permit and other fees which may be necessary for this project.		

4

Contract # 291-Q-22

Consulting Services for the Peer Review of the Proposed Decast Concrete Stormwater Management Tank ('R02') in the Robinson Glen Subdivision of the North Markham Future Urban Area ('FUA')

Term: The review will be completed by April, 2023.

Department	Engineering
No. of Bids	2
Vendor(s)	GM BluePlan Engineering
Budget	\$87,517.00
Award Amount	\$69,126.07
Variance	\$18,390.93

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

#5 Community Services Commission

Contract # 269-T-22

Court Resurfacing and Rebuilding

Term: All the Work is expected to be completed as follows:

- Rebuilding Unionville Tennis Club (Courts #8 and 9) – Start October 16, 2023 and be completed by May 19, 2024;
- Rebuilding of Basketball Court (Legacy) – Start no earlier than July 3, 2023 and be completed by September 1, 2023; and
- Resurfacing of Tennis Courts (Frisby & South Unionville) and Basketball Courts (Denison, Milliken Mills & Sablewood Parks) –to be completed by September 30, 2023.

Department	Operations
No. of Bids	4
Vendor	Court Contractors Ltd.
Budget	\$482,000.00
Award Amount	\$323,942.78
Variance	\$158,057.22

The remaining budget in the amount of \$158,057.22 will be returned to the original funding source.

#6

Contract # 276-T-22

Arboricultural Services

Term: The contract is for one (1) year (2023), with the option to renew for an additional three (3), separate one (1) year periods.

Department	Operations
No. of Bids	5
Vendor	W.M. Weller Tree Services Ltd.
Budget	\$279,268.00
Award Amount	\$279,268.00
Variance	\$0.00

#7		
Contract # 290-T-22 Supply and Delivery of Two (2) Three Ton Flatbeds 19,500 GVW Equipped with Plow Term: All units shall be delivered by September 2023.	Department	Operations
	No. of Bids	2
	Vendor (s)	Blue Mountain Chrysler Ltd.
	Budget	\$247,400.00
	Award Amount	\$260,924.85
	Variance	(\$13,524.85)
The budget shortfall in the amount of \$13,524.85 will be funded from the Non-DC Capital Contingency account.		
#8		
Contract # 271-T-22 Court Resurfacing – Markham Tennis Club Term: The work will be completed between September 9 – September 30, 2023.	Department	Operations
	No. of Bids	3
	Vendor (s)	Court Contractors Ltd.
	Budget	\$236,900.00
	Award Amount	\$68,543.50
	Variance	\$168,356.50
Of the remaining budget after this award, \$11,167.97 must be retained in the project for the resurfacing costs for the southern courts that have already been completed. This amount represents the 1/3rd share and is payable to Premier Court Construction, who covered the cost to complete the work up front. The net budget surplus in the amount of \$157,239.53 (\$168,356.50 - \$11,116.97) will be returned to the original funding source.		
#9		
Contract # 304-T-22 Supply and Installation of Pedestrian Bridge at Huntington Park Term: The work will be completed by May 2023.	Department	Environmental Services
	No. of Bids	12
	Vendor (s)	Three Seasons Landscape Group
	Budget	\$465,833.36
	Award Amount	\$334,128.96
	Variance	\$131,704.40
The remaining budget of \$131,704.40 will be required to reimburse IO's culvert removal works (invoice yet to be received from IO), Contract Administration and Geotechnical works during construction.		

#10		
Contract # 184-T-21 Servicing of Fitness Equipment at Various City Facilities Term: The contract is for one (1) year (2023), with the option to renew for an additional three (3) years.	Department	Recreation Services
	No. of Bids	3
	Vendor (s)	Ultimate Fitness.
	Budget	\$12,386.23
	Award Amount	\$12,923.52
	Variance	(\$537.29)
The budget shortfall in the amount of \$537.29 will be funded from the Non-DC Capital Contingency account.		
#11		
Contract # 295-T-22 Concrete, Asphalt & Interlock Maintenance Program Term: The contract is for one (1) year (2023) with the option to renew for an additional four (4) additional years.	Department	Operations
	No. of Bids	8
	Vendor (s)	VBN Paving Limited
	Budget	\$2,568,103.00
	Award Amount	\$2,568,103.00
	Variance	\$0.00
#12		
Contract # 254-T-22 Boulevard and Park Tree Replacement Term: All the work for the spring tree planting is expected to begin early May 2023 and to be completed by June 30, 2023. Fall tree planting is expected to begin October 1, 2023 and to be completed by November 30, 2023. Additional maintenance ("Newly Planted Tree Maintenance Program") is expected to begin August 1, 2025 and to be completed no later than November 30, 2025. Due to the favorable pricing, Staff are recommending \$122,173.06 of the remaining budget in the amount of \$160,983.89 be allocated for an additional 276 trees and 276 extended tree maintenance utilizing the rates under this tender. The remaining budget in the amount of \$38,810.83 will remain in the account for 276 stump removals to be completed under a separate contract and a small contingency.	Department	Operations
	No. of Bids	9
	Vendor (s)	The Gordon Company
	Budget	\$704,250.00
	Award Amount	\$543,266.11
	Variance	\$160,983.89

#13		
Contract # 241-T-22 Supply and Delivery of Various Agricultural Tractors Term: The units will be delivered by August 2023.	Department	Operations
	No. of Bids	4
	Vendor (s)	Hutchinson Farm Supply Inc. & Bob Mark New Holland
	Budget	\$260,698.94
	Award Amount	\$326,565.14
	Variance	(\$65,866.20)
The shortfall will be funded from the Non-DC Capital Contingency account.		
#14		
Contract # 054-S-23 Supply and Delivery of Two (2) ½ Ton 4x4 Pick Up Trucks Term: The vehicles will be delivered by March 2023.	Department	Operations
	No. of Bids	Non-competitive
	Vendor (s)	Markville Chevrolet Inc.
	Budget	\$82,134.00
	Award Amount	\$105,913.84
	Variance	(\$23,779.84)
The shortfall in the amount of \$23,779.84 will be funded from the Non-DC Capital Contingency account.		
#15		
Contract # 038-S-23 Ice Resurfacing Machine for Centennial Community Centre Term: The unit will be delivered by October 2023.	Department	Recreation & Operations
	No. of Bids	Non-competitive
	Vendor (s)	Zamboni Company Ltd.
	Budget	\$102,100.00
	Award Amount	\$105,326.69
	Variance	(\$3,226.69)
The budget shortfall in the amount of \$3,226.69 will be funded from the Non-DC Capital Contingency account.		

#16		
Contract # 300-T-22 Cast Iron Watermain Replacement Term: The contract will be completed within 140 Working Days, commencing April 17, 2023.	Department	Environmental Services
	No. of Bids	5
	Vendor (s)	Rabcon Contractors Ltd.
	Budget	\$9,355,600.00
	Award Amount	\$7,354,198.00
	Variance	\$2,001,402.00
The remaining budget of \$2,001,402.00 is as a result of favorable pricing compared to the pricing assumptions included in the project budget, and will be returned to the original funding source.		

RECOMMENDED BY:

Mark Visser
Acting Treasurer

Trinela Cane
Commissioner, Corporate Services