



Report to: General Committee

Meeting Date: May 14, 2024

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<b>SUBJECT:</b>	Staff Awarded Contracts for the Months of January, February and March 2024
<b>PREPARED BY:</b>	Alex Moore, Ext. 4711

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**RECOMMENDATION:**

1. THAT the report entitled “Staff Awarded Contracts for the Months of January, February & March 2024”  
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), a report shall be submitted to Council advising of awarded contracts greater than \$50,000. Under this report Staff are advising Council of the contracts awarded by Staff for the months of January, February, and March 2024.

**Key Points:**

- All purchases were in compliance with Procurement Bylaw 2017-8 and the City’s Expenditure Control Policy
- 31 contract awards totaling \$ 8,493,456.56 were approved during the Months of January, February & March 2024

**BACKGROUND:**

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 the Months of January, February & March 2024.

<b>Procurement Activity</b>	<b>Number of Awards</b>	<b>Total Award Value January, February &amp; March 2024</b>
Request for Tender (T)	15	\$ 6,101,858.81
Request for Quotation (Q)	4	\$ 320,201.67
Request for Proposal (R)	4	\$ 1,027,426.86
Non-Competitive Procurement (S)	8	\$ 1,036,969.22
<b>Total Procurement Activity</b>	<b>31</b>	<b>\$ 8,493,456.56</b>

The following table provides a synopsis of the procurement award amounts by Commission during Months of January, February & March 2024.

<b>Procurement by Commission</b>	<b>Number of Awards</b>	<b>Total Award Value January, February &amp; March 2024</b>
Development Services	7	\$1,083,721.05
Corporate Services	8	\$1,243,445.62
Community Services	14	\$6,060,586.19
Chief Administrative Office	2	\$ 105,703.70
<b>Total Procurement Activity</b>	<b>31</b>	<b>\$8,493,456.56</b>

**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 # 286-S-23 <b>MaRS Public Relations Support for Economic Development</b>	Department	Economic Growth, Culture & Entrepreneurship
	No. of Bids	Non-Competitive
	Vendor	MaRS Discovery District
	Award Amount	\$ 71,232.00

Term: November 1, 2023 to October 31, 2024.

## #2

Contract # 304-Q-23 <b>Landscape Architectural Consulting Services, Existing Courts Reconstruction</b>	Department	Urban Design Group
	No. of Bids	4
	Vendor	Harrington McAvan Ltd.
	Award Amount	\$51,037.22

Locations: Milliken Mills, Robinson, Bayview Reservoir and Simonston Parks

Term: The Parks will be completed between June 2024 to May 2025.

## #3

Contract # 303-Q-23 <b>Landscape Architectural Consulting Services, AODA Playground Refurbishments</b>	Department	Urban Design Group
	No. of Bids	4
	Vendor	Serdika Consulting Inc.
	Award Amount	\$ 90,107.36

Locations: (Retrofit of 20 Existing Playground Pits)

Term: The work will be completed by December 2024.

## #4

Contract # 002-T-24 <b>Flato Markham Theatre Auditorium Lighting Replacement. The replacement of incandescent fixtures and a dimming system to an LED dimmable system.</b>	Department	Culture
	No. of Bids	2
	Vendor	Christie Lites Sales Inc.
	Award Amount	\$ 212,611.24

Term: The work will commence on August 24, 2024 and will be completed by September 2024.

## #5

Contract # 020-S-24 <b>Forest Restoration Planting Projects (Spring / Fall 2024). The work includes eight forest restoration planting projects and one (1) invasive species management project within city-owned natural areas.</b>	Department	Planning and Urban Design
	No. of Bids	Non-Competitive
	Vendor	Toronto and Region Conservation Authority
	Award Amount	\$ 335,982.73

Term: The work will be completed by December 2024.

<b>#6</b>		
Contract # 003-S-24 <b>Transportation Consulting Services for the Development of the Ontario Vehicle Innovation Network (OVIN)</b>	Department	Economic Growth, Culture & Entrepreneurship
	No. of Bids	Non-Competitive
	Vendor	CIMA+
	Award Amount	\$ 180,250.50
Term: The work will be completed by March 2025.		
<b>#7</b>		
Contract # 077-S-24 <b>Wetland Design and Construction Projects Within City-Owned Natural Areas</b>	Department	Planning and Urban Design
	No. of Bids	Non-Competitive
	Vendor	Toronto and Region Conservation Authority
	Award Amount	\$ 142,500.00
Term: The work will be completed by December 2024.		
<b>#8 Corporate Services Commission</b>		
Contract # 201-T-23 <b>Raymer Wambold House Structural and Building Envelope Repairs</b>	Department	SAM
	No. of Bids	13
	Vendor	Rainforces Ltd.
	Award Amount	\$167,904.00
Term: The work will be completed by September 2024.		
<b>#9</b>		
Contract # 300-Q-23 <b>Consulting Services for Building Automation System Replacement Program at 8100 Warden Avenue</b>	Department	SAM
	No. of Bids	3
	Vendor	Loring Consulting Engineers Ltd.
	Award Amount	\$ 64,587.07
Term: The work will be completed by February, 2024.		
<b>#10</b>		
Contract # 240-Q-23 <b>Multi-Year Accessibility Plan (MYAP) - Develop the strategy, framework and action plan for the city's MYAP.</b>	Department	SAM
	No. of Bids	2
	Vendor	BDO
	Award Amount	\$ 70,713.02
Term: All work must be completed by December 2024.		
<b>#11</b>		
Contract # 036-S-24 <b>ITS Enterprise Solutions IT Consultant - Facilitate upgrade / migration of the City's intranet (Checkmark) to the M365 and key City MS Access db applications to MS SharePoint/Power Apps.</b>	Department	ITS
	No. of Bids	Non-competitive
	Vendor	2301209 Ontario Inc.
	Award Amount	\$ 125,944.00
Term: The work will be completed by February 2025.		

**#12**

Contract # 075-S-22 <b>ITS Infrastructure Transformation Advisor – Contract Extension</b> Term: March 7, 2024 – March 6, 2025.	Department	ITS
	No. of Bids	Non-competitive
	Vendor	1000135634 Ontario Inc.
	Award Amount	\$ 108,984.96

**#13**

Contract # 229-T-23 <b>Resurfacing/Recovery of the Fitness Centre Flat Roof at the Thornhill Community Centre</b>	Department	SAM
	No. of Bids	10
	Vendor	E-D Roofing Ltd.
	Award Amount	\$ 490,279.68

Term: The work will be completed by September 2024.

**#14**

Contract # 013-Q-24 <b>Imprinting, Supply and Delivery of Envelopes</b> Term: The contract is for four years (\$14,757 annually).	Department	Legislative Services
	No. of Bids	5
	Vendor	Signs Maker Inc.
	Award Amount	\$14,757.00

**#15**

Contract # 307-R-23 <b>Consulting for Building Automation System Design &amp; Commissioning at six locations</b>	Department	SAM
	No. of Bids	5
	Vendor	MCW Consultants Ltd.
	Award Amount	\$ 200,275.89

Term: The work will be completed in August 2026 broken down into three phases.

**#16 Community Services Commission**

Contract # 245-T-23 <b>City-Wide Crack Sealing Services</b>	Department	Operations
	No. of Bids	6
	Vendor	Right Seal Inc.
	Award Amount	\$125,000.00

Term: The contract is for one year with an option to renew for an additional three years.

**#17**

Contract # 246-T-23 <b>Supply &amp; Delivery of Manhole &amp; Catch Basin Lids, Grates &amp; Frames and Drainage Hardware</b>	Department	Operations
	No. of Bids	3
	Vendor	EJ Canada ULC
	Award Amount	\$50,000.00

Term: The contract is for one year with an option to renew for two additional years.

**#18**

Contract # 243-T-23	Department	Operations
<b>Concrete Restoration – Curb and Sidewalk – Annual Program</b>	No. of Bids	13
Term: 2024 – 2027 (4 years)	Vendor	De Ferrari Construction Limited
	Award Amount	\$2,350,000.00

**#19**

Contract # 004-R-24	Department	Recreation
<b>Consulting Services – Markham Village Arena Replacement</b>	No. of Bids	8
	Vendor	Kalos Engineering Inc.
	Award Amount	\$ 78,965.26

Term: The work will be completed by March 2024.

**#20**

Contract # 186-T-23	Department	Operations
<b>Supply and Delivery of Two (2) Compact 4WD Tractors</b>	No. of Bids	3
	Vendor	Hutchinson Farm Supply
	Award Amount	\$ 160,495.87

Term: The tractors will be delivered by June 2024.

**#21**

Contract # 305-S-23	Department	Recreation
<b>Parking Garage Remote Monitoring and Maintenance at Cornell C.C</b>	No. of Bids	Non-Competitive
	Vendor	Precise Parklink Inc.
	Award Amount	\$72,075.03

Term: The contract is one year with an option to renew for an additional four years.

**#22**

Contract # 006-T-24	Department	Operations
<b>Consultant Services, Safety Audit of Playground Equipment</b>	No. of Bids	8
	Vendor	AEC Group Inc.
	Award Amount	\$ 39,417.75

Term: The contract is for one year with an option to renew for an additional three years.

**#23**

Contract # 008-R-24	Department	Environmental Services
<b>Consulting Engineering Services for Underground Streetlight Cable Replacement</b>	No. of Bids	3
	Vendor	Arcadis Professional Services
	Award Amount	\$ 408,774.49

Term: Design completion by November 2024 and construction between May – November 2025.

**#24**

Contract # 052-T-24 <b>Water Quality Improvement - Geese Management</b>	Department	Environmental Services
	No. of Bids	5
	Vendor	Municipal Wildlife Control Services
	Award Amount	\$ 37,095.59

Term: The contract is for one year with an option to renew for an additional three years.

**#25**

Contract # 069-T-24 <b>Interlock Repairs – Annual Program</b>	Department	Operations
	No. of Bids	15
	Vendor	Lans Construction
	Award Amount	\$ 229,719.58

Term: The contract is for one year with the option to renew for three additional years.

**#26**

Contract # 242-T-23 <b>Pavement Preservation and Surface Treatment – Annual Program</b>	Department	Operations
	No. of Bids	2
	Vendor	Miller Paving Limited
	Award Amount	\$ 1,030,280.42

Term: The term of the contract is one year with the option to renew for three additional years.

**#27**

Contract # 267-R-23 <b>Consulting Services for Toogood Pond Dam Rehabilitation Works</b>	Department	Environmental Services
	No. of Bids	2
	Vendor	GHD Limited
	Award Amount	\$ 339,411.22

Term: Preliminary Design: April - July 2024 and Detailed Design: August – December 2024, with Construction: June – October 2025.

**#28**

Contract # 290-T-23 <b>Angus Glen C.C. Arena Rubber Flooring Replacement</b>	Department	Recreation
	No. of Bids	8
	Vendor	Jones Carpet Services Ltd.
	Award Amount	\$ 335,695.47

Term: The work will be completed by June 30<sup>th</sup>, 2024.

**#29**

Contract # 295-T-23 <b>City Wide Tree Planting - 1,950 boulevard and park trees annually.</b>	Department	Operations
	No. of Bids	17
	Vendor	Gray's Landscaping & Snow Removal Inc.
	Award Amount	\$ 767,655.51

Term: The term of the contract is one year with the option to renew for three additional years.

**#30 Chief Administrative Office**

Contract # 029-T-24

**Supply and Delivery of Station Wear for Firefighters – On an as required basis**

Department

Fire &amp; Emergency Services

No. of Bids

4

Vendor

Cintas Newmarket

Award Amount

\$ 44,242.70

Term: The term of the contract is one year with the option to renew for three additional years.

**#31**

Contract # 040-T-24

**Supply & Delivery of Fire Hoses**

Department

Fire &amp; Emergency Services

No. of Bids

2

Vendor

M&amp;L Supply, Fire &amp; Safety

Award Amount

\$ 61,461.00

Term: The term of the contract is one year with the option to renew for three additional years.

**RECOMMENDED BY:**

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Joseph Silva  
Treasurer

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Trinela Cane  
Commissioner, Corporate Services