



Report to: General Committee

Meeting Date: March 5, 2018

SUBJECT: Request for Tender 248-T-17 Summer Camp Bussing
PREPARED BY: Janet Beatty, Ext. 3930
Karen Hugh, Ext. 2350
Darius Chung, Ext. 2025

RECOMMENDATION:

- 1) That the report entitled “Request for Tender 248-T-17 Summer Camp Bussing” be received; and
- 2) That the contract for tender 248-T-17 Summer Camp Bussing be awarded to the lowest priced bidder, First Student ULC in the amount of \$462,808.45 inclusive of HST for a period of two (2) years with options to renew for three (3) additional one (1) year periods at the same itemized pricing; and
 - \$92,561.29 - (2018)
 - \$92,561.29 - (2019)
 - \$92,561.29 - (2020)
 - \$92,561.29 - (2021)
 - \$92,561.29 - (2022)
 - \$462,808.45 (Total)
- 3) That the 2018 award be funded from the various operating budget accounts for bus rental as identified within the Financial Considerations Section; and
- 4) That Staff be authorized to amend the award amounts in years 2019-2022 to reflect changes in growth, subject to Council approval, as part of the annual budget process; and
- 5) That Staff be authorized and directed to do all things necessary to give effect to this resolution.

PURPOSE:

To obtain approval to award the contract for Summer Bussing Services for two (2) years (2018 and 2019 seasons) with options to renew for three (3) additional one (1) year periods at the same itemized pricing.

BACKGROUND:

The bussing company will transport a group of twenty-four (24) or more students on various field trips and to camp sites throughout the summer months commencing July and finishing in August.

Eco Camp @ Chimo provides bus services to and from the site on a daily basis. Campers are picked up at various locations in the City of Markham and transported to the Chimo site. As well bussing is used to shuttle camper to community centers with pools so that campers can participate in a swim program, an important component to our camp

programming. At other camp locations throughout Markham bussing is used to take campers on specialized field trips throughout the summer.

BID INFORMATION:

Advertised	ETN (Electronic Tendering Network)
Bids closed on	February 2, 2018
Number picking up bid document	5
Number responding to bid	2*

* This is a niche market with only a few bus providers locally who can provide the type of service.

PRICE SUMMARY:

Suppliers	Bid Price (Inclusive of HST Impact)
First Canada ULC	\$92,561.29*
Stock Transportation Ltd.	\$125,251.31

*Pricing is firm for five (5) years. Compared to the previous contract from 2014-2017, this contract pricing is similar, however, the annual contract value has been reduced by 11% by shortening the number of trips/busses from a few locations.

First Canada ULC (First Canada) is the incumbent and have previously demonstrated to City staff's satisfaction that they have the experience, equipment, and capability to oversee transportation services for this contract. During the 2014-2017 contract, First Canada was able to provide exceptional service delivery adhering to timelines and schedules, with zero incidents reported.

FINANCIAL CONSIDERATIONS:

Original Budget and Account #	\$	116,404.00	Various Bus Rental Accounts (see below)
Current Budget Available	\$	116,404.00	Budget allocated for this award
Less Cost of award	\$	\$92,561.29	2018 Cost of Award
	\$	\$92,561.29	2019 Cost of Award
	\$	\$92,561.29	2020 Cost of Award
	\$	\$92,561.29	2021 Cost of Award
	\$	\$92,561.29	2022 Cost of Award
	\$	462,806.45	Cost of Award (Inclusive of HST Impact)
Budget Remaining after this award	\$	23,842.71	**

The favourable variance of \$23, 842.71 will be reported as part of the 2018 year-end results for Recreation and the 2019 Operation budget will be adjusted accordingly as part of the 2019 Operating Budget process.

There is not incremental life cycle impact.

Bus Rental operating budget accounts:

Account Name	Account #	Budget Amount
Thornhill Camps	501 9315505	\$10,324.00
Milliken Camps	502 9315505	\$10,903.00
Unionville Camps	502 9325505	\$4,800.00
Markham Camps	503 9315505	\$15,377.00

Camp Chimo	503 9325505	\$65,000.00
Angus Glen Camps	504 9315505	\$10,000.00
Totals:		\$116,404.00

HUMAN RESOURCES CONSIDERATIONS

Not Applicable

ALIGNMENT WITH STRATEGIC PRIORITIES:

Transportation/ Transit, Municipal Services and Recreation

BUSINESS UNITS CONSULTED AND AFFECTED:

Financial Services Department has been consulted during the preparation of this report.

RECOMMENDED BY:

2018-02-26

2018-02-26

X



Mary Creighton
Director, Recreation Services
Signed by: cxa

X



Brenda Librecz
Commissioner, Community & Fire Services
Signed by: cxa