



Report to: General Committee

Date Report Authored: October 23, 2017

SUBJECT: Award of Contract # 206-P-17 - Roster of electrical contractors for services required at various City locations on an as-required basis

PREPARED BY: Sameem Shah, Facility Coordinator, ext. 6190
Flora Chan, Senior Buyer, ext. 3189

RECOMMENDATION:

- 1) THAT the report “Award of Contract # 206-P-17 – Roster of electrical contractors for services required at various City locations on an as-required basis” be received;
- 2) AND THAT the contract for Electrical Services at various City locations on an as-required basis for three (3) years (November 2017 to October 2020) be awarded to the three (3) highest ranked bidders, (Igman Electric Ltd., R.A. Graham Electrical Contractors, and RPM Industrial Inc.) in the estimated annual amount of \$493,232.00 inclusive of HST impact;
- 3) AND THAT the contract be funded from various City Departments’ Operating Budgets on an as required basis;
- 4) AND THAT the award amounts in 2018 to 2020 be subject to Council approval of the respective year’s operating budgets and that the award amounts be amended to reflect changes to the various departments’ budget accounts as approved by Council during the annual budget process;
- 5) AND THAT Staff be authorized to issue three (3) purchase orders for each of the three (3) awarded bidders in an annual amount of \$164,410.67;
- 6) AND THAT Staff be authorized to reallocate purchase order fund commitments among the three (3) awarded bidders based on actual usage within each term of the contract;
- 7) AND THAT Staff be authorized and directed to do all things necessary to give effect to this resolution.

PURPOSE:

The purpose of this report is to obtain approval to award the contract for a roster of electrical contractors for services required at various City locations on an as-required basis for three (3) years (November 2017 to October 2020).

BACKGROUND:

The contract is to provide electrical services on a 24 hour, 7-day-per-week basis. The contract also includes priority response time within 1-2 hours for emergency services at citywide facilities.

The specified work under this contract includes all such electrical work that cannot be undertaken by City employees and may include, but is not limited to the following:

- Cleaning and re-lamping
- Replacement of faulty or broken luminaire components
- Repairs to fusible or breaker-type disconnects, contactors, time switches, and similar type of work
- Repairs to underground and overhead wiring
- Sports field lighting
- Alarm systems
- Fire safety equipment
- Irrigation electrical components
- Underground locates
- High voltage
- Electrical inspection of Facilities
- Short term calls for special high amperage tie-ins at Markham Theatre - where certain touring groups require high amperage tie-ins

OPTIONS/DISCUSSIONS:

In previous years, the City would award this contract to one electrical contractor, however, due to the increased of volume and the timely manner to resolve any electrical issues. Staff are recommending establishing a roster of up to three (3) highest ranked electrical contractors that meet the mandatory and technical requirements to submit a quotation in response to the City's electrical service requirements valued under \$25,000.00 at various City locations on an as-required basis.

The City issues 350 – 450 work orders per year for dollar values less than \$5,000 and 5 – 10 work orders per year for dollar values between \$5,000 - \$25,000. Projects that exceed \$25,000.00 are not covered under this pre-qualification, as they will be publicly advertised and open to all bidders that possess the necessary qualifications and experience.

A Roster is a type of procurement methodology with an initial competitive phase that results in list of preferred vendors for competitive invitations. The City will use the roster to create strategic relationships with a group of qualified vendors to fulfill electrical services requirements.

By moving towards a multi vendor roster approach, the City will be able to retain a group of qualified vendors and allow for greater price competition by three (3) quoting smaller projects.

PROPOSAL INFORMATION:

| | |
|---------------------------------|--------------------|
| Advertised, place and date | ETN |
| Bids closed on | September 21, 2017 |
| Number picking up bid documents | 25 |
| Number responding to bid | 17 |

EVALUATION RESULTS:

The Bid Evaluation Committee was comprised of staff from Recreation, Culture and Sustainability & Asset Management Department, with staff from Purchasing acting as the evaluation facilitator.

The evaluation was based on the pre-established evaluation criteria as listed in the Request for Pre-Qualification: Price 30%, Experience and Qualification of Company 30%, Experience and Qualification of Personnel 20%, Equipment & Resources 5%, and Quality Control & Project Management 15%, for a total of 100% with resulting scores as below:

| Bidder | Total Score (100%) | Overall Ranking |
|---|-------------------------------|----------------------------|
| Igman Electric Ltd. | 93.50 | 1 |
| R.A. Graham Electrical Contractors | 79.46 | 2 |
| RPM Industrial Inc | 77.81 | 3 |
| City Electric Inc. | 77.10 | 4 |
| Kierland Electric Corporation | 74.80 | 5 |
| The State Group Inc. | 74.35 | 6 |
| Alltech Electrical Systems Inc. | 73.08 | 7 |
| All Phase Electrical Services Inc. | 72.79 | 8 |
| Stevens & Black Electrical Contractors Ltd. | 72.78 | 9 |
| D. Randall Industrial Electric | 70.21 | 10 |
| Copper Hill Electrical Contractors Inc | 67.94 | 11 |
| JD Electric Services | 65.31 | 12 |
| Danik Electrical Construction Co. Ltd. | 64.62 | 13 |
| Buxton & Dawe Limited | 59.08 | 14 |
| Aline Utility Limited | 58.50 | 15 |
| Kacel Electric Inc. | 58.41 | 16 |
| Beckett electric | 55.50 | 17 |

Note: Hourly rates for regular working hours (8:00 a.m. to 5:00 p.m. - Monday to Friday) range from \$59.00/hour to \$135.00/hour with an average hourly rate of \$85.00/hour from all bidders. The three recommended electrical contractors are lower than \$85.00/hour with one being the lowest priced bidder.

Igman Electric Ltd., R.A. Graham Electrical Contractors, and RPM Industrial Inc., are the three (3) highest ranked bidders. Based on their submission and references, they

possess required experience and excellent operational practices, and provide qualified staff at competitive prices. Staff will monitor this contract as all three bidders are new to the City, if any non-performance occurs, Staff will have the option to utilize additional bidders (i.e. 4th and 5th highest ranked).

ENVIRONMENTAL CONSIDERATIONS:

The contract will include the replacement of old lights with new LED lights, the contractors will ensure the City receives applicable energy incentives when replacing old lights with new LED lights.

FINANCIAL CONSIDERATIONS:

| | | |
|-------------------------------|-----------------|--|
| Original Budget and Account # | \$ 493,232.00 | Various operating accounts from Recreation, Operations, Asset Management, Culture* |
| Budget Available | \$ 82,205.33 | Budget allocated for this award (Nov – Dec) |
| Cost of award | \$ 82,205.33 | 2017 (Nov– Dec) Inclusive of HST |
| | \$ 493,232.00 | 2018 Inclusive of HST** |
| | \$ 493,232.00 | 2019 Inclusive of HST** |
| | \$ 411,026.67 | 2020 (Jan – Oct) Inclusive of HST** |
| | \$ 1,479,696.00 | Total Award |
| Budget Remaining | \$ 0.00 | |

* Funded from the various Departments' Operating budget accounts on an as-required basis.

**Subject to Council approval of the annual operating budgets.

Note: Estimated annual requirements are based on prior year's actual requirements.

HUMAN RESOURCES CONSIDERATIONS:

Not applicable

ALIGNMENT WITH STRATEGIC PRIORITIES:

Not applicable

BUSINESS UNITS CONSULTED AND AFFECTED:

Recreation, Culture and Sustainability & Asset Management departments have historically been primary users of this contract and were involved in the tender evaluation process of this award.

RECOMMENDED BY:

2017-11-17

2017-11-17

X



Graham Seaman
Director of Sustainability & Asset Management
Signed by: cxa

X



Trinela Cane
Commissioner, Corporate Services
Signed by: cxa