



Report to: General Committee

Report Date: November 1, 2017

---

**SUBJECT:** Staff Awarded Contracts for the Month of October 2017

**PREPARED BY:** Alex Moore, Ext. 4711

---

**RECOMMENDATION:**

1. THAT the report entitled “Staff Awarded Contracts for the Month of October 2017” be received;
2. And that Staff be authorized and directed to do all things necessary to give effect to this resolution

**PURPOSE:**

To inform Council of Staff Awarded Contracts >\$50,000 for the month of October 2017 as per Purchasing By-law 2017-8.

**BACKGROUND:**

Council at its meeting of May 26<sup>th</sup>, 2009 amended By-Law 2004-341, A By-Law Establishing Procurement, Service and Disposal Regulations and Policies. The Purchasing By-Law delegates authority to staff to award contracts without limits if the award meets the following criteria:

- The award is to the lowest priced supplier
- The expenses relating to the goods / services being procured is included in the approved budget (Operating/Capital)
- The award of the contract is within the approved budget
- The award results from the normal tendering process of the City (i.e. open bidding through advertisements that meet transparency and enables open participation)
- The term of the contract is for a maximum of 4 years
- There is no litigation between the successful supplier and the City at the time of award
- There are no supplier protests at the time of contract award

If one (1) of the above noted criteria is not met then any contract award >\$350,000 requires Council approval.

Where the contract being awarded is a Request for Proposal (RFP) the approval authority limits of staff is up to \$350,000.

**Community & Fire Services**

Award Details	Description
Lowest Priced Supplier	<ul style="list-style-type: none"><li>• 085-T-17 Milliken Mills Community Centre, Building Automation Replacement</li><li>• 119-T-17 Improvement of Stiver Mill - Phase II</li><li>• 234-Q-17 Supply &amp; Delivery of Staging Equipment for the Aaniin Community Centre</li></ul>
Non-Competitive Supplier	<ul style="list-style-type: none"><li>• 234-T-14 Curb Box &amp; Operating Rod Replacements - Contract Extension</li><li>• 222-S-17 Supply and Application of Liquid Brine</li></ul>

**Development Services**

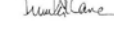
<b>Award Details</b>	<b>Description</b>
Lowest Priced Supplier	• 216-T-17 Wismer Percy Reesor St. Parkette - Construction
Highest Ranked/ Fourth Lowest Priced Supplier	• 156-R-17 Preliminary Design Services for the John St. Multi Use Pathway
Sole Bidder	• 213-Q-17 Public Art Coordinator

2017-11-13

**X** 

Joel Lustig  
Treasurer  
Signed by: cxa

2017-11-13

**X** 

Trinela Cane  
Commissioner, Corporate Services  
Signed by: cxa

**STAFF AWARD REPORT****Page 1 of 2**

To:	Brenda Librecz, Commissioner, Community & Fire Services
Re:	085-T-17 Milliken Mills Community Centre, Building Automation Replacement
Date:	October 3, 2017
Prepared by:	Aaron Cheung, Coordinator, Energy Efficiency Support, Ext. 5283 Ryan Hanna, Community Supervisor, Ext. 4444 Darius Chung, Senior Buyer, Ext. 2025

**PURPOSE**

To obtain approval to award the contract for replacement of the Building Automation System (BAS) at the Milliken Mills Community Centre. This contract will also include the integration of the BAS with the nearby Milliken Mills soccer dome. The intent of deliverables is to achieve a balance of:

- Energy and Operations Efficiency
- Occupant Comfort
- Enhanced Equipment Operation and Monitoring

All work is expected to be completed by February 28, 2018.

**RECOMMENDATION**

Recommended Supplier	Viridian Automation Inc. (Lowest Priced Supplier)	
Current Budget Available	\$ 214,392.00	070-5350-17096-005 (Milliken Mill BAS Repl.) 043-5350-17054-005 (Centralized BAS)
	\$ 50,000.00	
	\$ 264,392.00	
Less cost of award	\$ 154,675.20	Total Project Cost (Inclusive of HST Impact) Contingency (10%) Total Award (Inclusive of HST Impact)
	\$ 15,467.52	
	\$ 170,142.72	
Budget Remaining after this award*	\$ 94,249.28	*

\* The remaining balance of \$94,249.28 will be returned to the original funding source

**BID INFORMATION**

Advertised	By Invitation
Bids closed on	September 29, 2017
Number picking up bid documents	5
Number responding to bid	3

As part of the corporate energy standard, two recognized BAS platforms were selected based on compatibility, operational efficiency, upgrade potential, and user experience. The two approved platforms are:

- Siemens Building Technologies
- Delta Controls

**PRICE SUMMARY (Inclusive of HST)**

Suppliers	Bid Price
<b>Viridian Automation Inc.</b>	<b>\$154,675.20*</b>
ESC Automation Inc.	\$245,750.40
Siemens Canada	\$295,271.90

\*Staff contacted Viridian Automation Inc. (Viridian) to discuss concerns over the significant price difference between them and the 2<sup>nd</sup> lowest bidder. Viridian who are providing a Delta Control system acknowledged the concern but states that they are comfortable with their bid price. Viridian have a competitive advantage over some competitors as they employ in-house certified trades people (Electrical and Mechanical) and do not need to subcontract these services.

**OPERATING BUDGET AND LIFECYCLE IMPACT**

The expected life expectancy of the new BAS is 15 years. Impact to the Life Cycle Reserve Study is \$170,142 over the next 25 years. Compared to the current system, the new system is estimated to generate \$32,000 / year in energy savings at the Community Centre and \$14,000 / year for the soccer dome. The savings have been reflected in the 2018 Operating budget.

**ENVIRONMENTAL CONSIDERATIONS**

The new BAS is projected to achieve lower utility costs and enhanced operational and monitoring capabilities for staff. The new controls will allow for efficient use of all equipment creating substantial savings with reduced water usage, energy consumption, and GHG emissions.



## STAFF AWARD REPORT

Page 1 of 2

To:	Andy Taylor, Chief Administrative Officer
Re:	119-T-17 Improvement of Stiver Mill - Phase II
Date:	October 10, 2017
Prepared by:	Anthony Ierulli, Manager, Community, Recreation Services, Ext. 7116 Darius Chung, Senior Buyer, Ext. 2025

### PURPOSE

To obtain approval to award the contract for improvements at the Stiver Mill as part of the federal government's funding program to support projects across Canada. Under this contract's scope of work, the contractor will provide all materials, equipment, and labour to execute hard surfacing, landscaping, boardwalk and fence installation, concrete pathway and site restoration. Work completion is scheduled for December 2017.

### RECOMMENDATION

Recommended Supplier	Loc Pave Construction Limited (Lowest Priced Supplier)	
Current Budget Available	\$ 223,475.00	070-6150-17321-005 - Improvement of Stiver Mill
Less cost of award	\$ 298,712.92	Cost of Award (Inclusive of HST Impact)
Budget Remaining after this award	(\$ 75,237.92)	*

\* The shortfall of \$75,237.92 will be funded from the Non-DC Capital Contingency account.

### BID INFORMATION

Advertised	ETN (Electronic Tendering Network)
Bids closed on	September 29, 2017
Number picking up bid document	10
Number responding to bid	5

The work will consist of the following:

- Site prep including fencing and sediment control fabric
- Limestone screenings walkways
- Sodding and sod restoration
- Site servicing
- Construction of a parking area including permeable pavers and asphalt
- Construction of a boardwalk and fence along the GO rail line (Main Street Unionville (west of the Stiver Mill building) terminating onto concrete pathway at beginning of parking lot, as well as fence not on pathway along the rail line
- Construction of concrete pathway beginning at boardwalk and extending towards Eureka Avenue.
- Lighting and special event power poles and associated electrical

### PRICE SUMMARY (Inclusive of HST Impact)

Suppliers	Bid Price
<b>Loc Pave Construction Limited</b>	<b>\$381,994.32*</b>
M & S Architectural Concrete Ltd.	\$447,163.50
Hawkins Contracting Services Limited	\$482,915.46
Pine Valley Corporation	\$641,088.00
Midome Construction Services Ltd.	\$707,232.00

\*Loc Pave Construction Limited's (Loc Pave) original bid price for this contract was \$381,994.32 (including HST impact) which exceeded the City's budget. As outlined in Section 17.2 of the City's General Terms and Conditions, "The City reserves the right, in its sole discretion, to negotiate with the lowest priced Bidder in the event that the bid prices submitted by the Bidders exceed the City's budget". Consequently, Staff reviewed potential opportunities and entered into negotiations with Loc Pave to seek options to reduce the price in order to meet the City's approved budget. Staff was able to reduce the price by \$81,841 from \$381,994.32 to \$298,712.92 by eliminating a portion of the wooden boardwalk and replacing it with a concrete pathway and reductions in bioswale.

**OPERATING BUDGET AND LIFECYCLE IMPACT**

There is no impact to the operating budget. The 2017 lifecycle update to include for stairway replacements over the next 25 years.

**ENVIRONMENTAL CONSIDERATIONS**

N/A



### STAFF AWARD REPORT

To:	Mary Creighton, Director, Recreation Services
Re:	234-Q-17 Supply & Delivery of Staging Equipment for the Aaniin Community Centre
Date:	October 2, 2017
Prepared by:	Ryan Hanna, Community Facility Supervisor, Ext. 6884 Darius Chung, Senior Buyer, Ext. 2025

### PURPOSE

To obtain approval to award the contract for the supply and delivery of staging equipment at the Aaniin Community Centre. The staging equipment is as follows:

- 12 piece rectangular portable stage complete with components, flame retardant skirting and transport carts
- 6 flame retardant backdrop frame and drapes
- ADA Ramp complete with guardrails, deck, adjustable feet with glides, and transport carts
- 12ft diameter circular staging with a honeycomb core and all components including flame retardant skirting, and portable stage steps

The equipment is expected to be delivered by December 2017.

### RECOMMENDATION

Recommended Supplier	Schoolhouse Products Inc. (Lowest Priced Supplier)	
Current Budget Available	\$ 74,140.00	70-5350-13888-005 Aaniin C.C Staging Equipment
Less cost of award	\$ 55,574.19	Cost of Award (Inclusive of HST Impact)
	<u>\$ 5,557.42</u>	Contingency (10%)
	\$ 61,131.61	Total Cost of Award (Inclusive of HST Impact)
Budget Remaining after this award	\$ 13,008.39	*

\* The balance remaining of \$13,008.39 will be returned to the original funding sources

### BID INFORMATION

Advertised	Electronic Tendering Network
Bids closed on	September 26, 2017
Number picking up bid documents	3
Number responding to bid	2

### PRICE SUMMARY (Inclusive of HST)

Suppliers	Bid Price
Schoolhouse Products Inc.	<b>\$55,574.19</b>
Ontario Staging Limited	\$77,337.60

### OPERATING BUDGET AND LIFECYCLE IMPACT

The useful lifecycle of the staging equipment is estimated to be 10 years. Impact to the Life Cycle Reserve Study is \$61,132 over the next 25 years.

### ENVIRONMENTAL CONSIDERATIONS

N/A



## STAFF AWARD REPORT

Page 1 of 2

To:	Andy Taylor, Chief Administrative Officer
Re:	234-T-14 Curb Box & Operating Rod Replacements - Contract Extension
Date:	November 13, 2017
Prepared by:	Eddy Wu, Manager - Operations & Maintenance, Waterworks Ext. 2445 Tony Casale, Senior Construction Buyer, Ext. 3190

### PURPOSE

To obtain approval to extend the contract for curb box and operating rod replacements for two (2) additional years at the same 2014 itemized pricing.

### RECOMMENDATION

Recommended Supplier	Southview Hydrovac Inc. (Non-Competitive Procurement)	
Current Budget Available	\$ 147,857.28	Various Accounts (see Financial Considerations)
Less cost of award	\$ 147,857.28	2018 cost of award (inclusive of HST) *
	\$ 147,857.28	2019 cost of award (inclusive of HST) *
	\$ 295,714.56	
Budget Remaining after this award	\$ 0.00	

\*The cost of award is subject to Council approval of the 2018/19 Operating budget.

### Staff further recommends:

That the tendering process be waived in accordance with Purchasing By-Law 2017-8, Part II, Section 11.1 (c) which states “when the extension of an existing Contract would prove more cost-effective or beneficial”;

### OPTIONS/DISCUSSIONS

In October 2014, contract 234-T-14 for curb box & operating rod replacements was awarded to the lowest priced supplier for a period of three (3) years. Staff is seeking approval to extend the existing contract with Southview Hydrovac Inc. for two (2) additional years (January 1, 2018 to December 31, 2019) at the same terms, conditions and pricing.

Southview Hydrovac Inc.’s pricing under Contract 234-T-14 was 2% lower than the 2nd lowest priced bidder and 18% lower than the 3<sup>rd</sup> lowest priced supplier. Southview Hydrovac originally would only extend for one year, however, through negotiations, the City has received confirmation that Southview Hydrovac will hold their current 2014 pricing for two (2) years.

### Rationale

Recent changes to the Ministry of Transportation (MTO) legislation which took effect July 1, 2017 have reclassified vacuum/hydrovac trucks from road building equipment to commercial roadway motor vehicles. Some vacuum/hydrovac trucks which previously operated as roadbuilding machines and were unregulated as commercial vehicles, are now required to register for a Commercial Vehicle Operator’s Registration Certificate and will fall under the authority of the Highway Traffic Act.

The equipment utilized under this contract are now considered commercial motor vehicles (not road-building machines) and are now subject to the following;

- Vehicles are required to obtain license plates at full cost based on their registered weight;
- Vehicles are subject to the same roadside, daily and annual safety inspection requirements as other heavy trucks;
- After 5 years, operators of most vehicles come full into compliance with the Truck Driver Hours of Service Regulations;
- Special permitting of required vehicles to immediately comply with gross and axle vehicle weight rating specified by the vehicle’s manufacturer.

**BACKGROUND****Rationale (Continued)**

The changes to legislation have affected the vacuum/hydrovac excavation industry in Ontario with additional costs to operate vacuum/hydrovac trucks. Some of these additional costs are outlined below;

- Annual sticker for plates
- Safety inspection
- Clear fuel as opposed to coloured fuel
- Insurance for commercial vehicle

The above were not required under the current contract, it is estimated that these costs will increase the contractors cost by \$4,000 - \$5,000 per year. Therefore, Staff deem it in the best interest of the City to extend the current contract for two (2) additional years and negate any possible increases by going to the market.

Waterworks staff completed a performance evaluation review for Southview Hydrovac and are satisfied with their performance.

**FINANCIAL CONSIDERATIONS**

<b>Account Name</b>	<b>Account #</b>	<b>Budget for this item*</b>	<b>Amount to allocate for this Award</b>	<b>Budget remaining</b>
Water Main Breaks	760-100-5300	\$20,000	\$20,000	\$0
T&D Residential Services	760-111-5300	\$107,857	\$107,857	\$0
T&D ICI Services	760-112-5300	\$10,000	\$10,000	\$0
T&D Valves	760-113-5300	\$10,000	\$10,000	\$0

\*Subject to Council approval of the 2018/19 Operating budgets.

**OPERATING AND LIFECYCLE IMPACT**

N/A

**ENVIRONMENTAL CONSIDERATIONS**

N/A





## STAFF AWARD REPORT

Page 1 of 2

To:	Andy Taylor, Chief Administrative Officer
Re:	222-S-17 Supply and Application of Liquid Brine
Date:	October 16, 2017
Prepared by:	Mike Brady, Supervisor, ext. 2316 Patti Malone, Senior Buyer, ext. 2239

### PURPOSE

The purpose of this report is to obtain approval for the supply and application of liquid brine for five (5) years. This contract is for the supply of brine, truck and operator to apply liquid brine for anti-icing on both City roads and structures (bridges, culverts).

The contractor is required to be ready within one hour from a call and is to be available 24 hours per day 7 days a week. The vehicle must carry enough liquid brine to be out on the road for a period of 8-10 hours at a time. The City treats 385kms of roads through this winter maintenance program and expects to utilize 200,000 litres of liquid brine annually.

### RECOMMENDATION:

Recommended Supplier	Miller Paving Limited (Non-competitive Procurement)	
Current Budget Available	\$ 15,675.00	700-504-4525 Salt
Less cost of award	\$ 13,442.00	Nov-Dec 2017 Inclusive of HST
	\$ 41,763.26	2018 Inclusive of HST*
	\$ 43,016.16	2019 Inclusive of HST*
	\$ 44,306.62	2020 Inclusive of HST*
	\$ 45,635.85	2021 Inclusive of HST*
	\$ 31,421.96	Jan-Mar 2022 Inclusive of HST*
	\$ 219,585.85	Total Award Inclusive of HST
Budget Remaining after this award	\$ 2,233.00	**

\*Subject to Council approval of the 2018-2022 operating budget.

\*\*The remaining budget of \$2,233 will be reported as a favourable variance as part of the 2017 results of operations (winter maintenance) but is subject to change dependent upon actual usage in Q4-2017.

Note: Under this contract the City will pay \$0.2068/litre for the supply and application of liquid brine for 2017/18 winter season and a 3% increase each year for years 2-5.

Staff further recommends: THAT the tendering process be waived in accordance with Purchasing By-Law 2017-08 Part II Section 11 (c) when the extension of an existing contract would prove more cost-effective or beneficial;

### OPTIONS/DISCUSSIONS

Liquid brine is a mixture of sodium chloride and water which is spread on roads prior to storms. Brine have the same melting characteristics as rock salt, but since it is applied in liquid form, the salt can begin working immediately. Brine is also more effective in lower temperatures. The City may negotiate contracts outside the competitive contracting process when negotiations can reasonably be expected lead to benefits for the City which could not reasonably be expected to be achieved through competitive bidding process.

### Rationale

There are only 3 suppliers that provide liquid brine: - 1) Miller Paving Limited (Miller); 2) a company in Chatham- Kent located 3 hours away); and 3) a company in Harrow, Ontario (located 4 hours away). Due to logistics, Miller is the only company who can meet the service requirements of one hour turnaround time. It is important to meet this timeline as liquid brine is a useful tool in reducing the adhesion of snow and ice to road surfaces, the effectiveness of liquid brine is lost the longer time passes.

**OPTIONS/DISCUSSIONS (Continued)****Price**

The cost of \$0.2068/litre for the supply and application of liquid brine includes a few components: - 1) liquid brine and 2) tanker truck and driver. The City does have a requirement for delivery of liquid brine only, as the City will apply liquid brine on City streets utilizing their own smaller trucks. When the City has required the delivery of liquid brine only, the City has attained three quotes from the above noted companies and in each quotation process, Miller has always been the lowest priced supplier. Our last time to the market, Miller was 6% lower than the second supplier and 34% lower than the third supplier.

**OPERATING BUDGET AND LIFECYCLE IMPACT**

There is no incremental operating budget impact as the budget is \$42,000 compared to the 2018 cost of \$41,763.26. Future increases as per the contract will be included for consideration as part of the annual operating budget process, subject to Council approval of the 2019, 2020 and 2021 Operating Budgets.

There is no incremental impact to the Life Cycle Replacement and Capital Reserve Fund.

**ENVIRONMENTAL CONSIDERATIONS**

Studies indicate that liquid brine spreads better than the road salt saving reducing the required amount of salt and, as a result, there being less environmental damage.

The University of Waterloo for the Ontario Ministry of Transportation, found that, under the same conditions and application rates, salt pre-wetted with Liquid Calcium Chloride Brine performed better than dry salt by as much as 40 percent in terms of reducing snow cover and reduced the amount of salt usage application by as much as 30%.



## STAFF AWARD REPORT

Page 1 of 2

To:	Brian Lee, Acting Commissioner Development Services
Re:	216-T-17 Wismer Percy Reesor St. Parkette - Construction
Date:	September 26, 2017
Prepared by:	Morteza Behrooz, Project Manager, Park Development, Ext. 5757 Rosemarie Patano, Senior Construction Buyer, Ext. 2990

### PURPOSE

To obtain approval to award the contract for the construction of the Wismer Percy Reesor St. Parkette. The parkette will consist of the following features:

- Concrete pavement (Light duty and heavy duty)
- Tactile walking surface indicators
- Site furnishings
- Playground equipment
- Sand playground safety surface

The project is anticipated to be complete by December 2017.

### RECOMMENDATION

Recommended Supplier	Landtar Construction Inc. ( Lowest Priced Supplier)	
Current Budget Available	\$ 263,950.27	081 5350 17227 005 Wismer Percy Reesor St. Parkette – Construction
Less cost of award	\$ 179,916.77	Construction
	\$ 12,594.17	Contingency (7%)
	\$ 192,510.94	Total (Inclusive of HST)
	\$ 17,325.98	Internal Management Fee @ 9%
	\$ 209,836.93	Total Cost of Award (Inclusive of HST)
Budget Remaining after this award	\$ 54,113.34	*

\*The remaining funds in the amount of \$54,113.34 will be returned to the original funding source.

### BACKGROUND

Wismer Percy Reesor St. Parkette is located on 20 Percy Reesor Street.

### BID INFORMATION

Advertised	ETN
Bid closed on	September 21 2017
Number picking up document	9
Number responding to bid	6

### PRICE SUMMARY

Suppliers	Bid Price (Inclusive of HST)
<b>Landtar Construction Inc.</b>	<b>\$ 179,916.77</b>
Cedargreen Landscape Contractors Ltd.	\$ 182,393.10
Loc Pave Construction Limited	\$ 188,444.26
Mopal Construction Limited	\$ 191,735.17
Pine Valley Corporation	\$ 224,889.60
Forest Ridge Landscaping Inc.	\$ 234,845.80

**OPERATING BUDGET AND LIFECYCLE IMPACT**

The Operations Department has reviewed the project and supports the future maintenance requirements. Future requirements include grass cutting and trimming, litter pick-up, garbage disposal and playground inspections.

The Wismer Percy Reesor St. Parkette is 0.2 hectares and the budgeted cost per hectare is 8,796/ha (2018 budgeted rate). Therefore the annual operating and maintenance impact is approximately \$1,759.20 (0.2 ha x \$8,796/ha). This operating increase has been added to the Operating budget.

The Lifecycle impact of this park will be \$168K over the next 25 years. The Lifecycle impact of this park is estimated to be 80% of the total construction of the park. Every park has various amenities, each with various life-spans. Staff will update the Life Cycle Reserve Study at the next update to incorporate the various components of the park.

**ENVIRONMENTAL CONSIDERATIONS**

Included Specification Section 01561 – Environmental Protection in the contract documents in order to meet or exceed regulatory environmental procedures during construction:

- Park grading is designed to minimize the amount of import and/or export of soils
- Plant materials ( i.e., shrubs and trees are non-invasive and many of which are native species)



## STAFF AWARD REPORT

Page 1 of 17

To:	Andy Taylor, Chief Administrative Officer
Re:	156-R-17 Preliminary Design Services for the John St. Multi-Use Pathway
Date:	October 26, 2017
Prepared by:	Justin Chin, Engineering Technologist – Transportation, Ext. 4020 Tony Casale, Senior Construction Buyer, Ext. 3190

### PURPOSE/BACKGROUND

To obtain approval to award the contract for preliminary design services for a planned multi-use pathway ('MUP') on John Street between Bayview Avenue and Rodick Road /Alden Road. It is anticipated that the project will commence in October 2017 and be completed by June 2018.

### RECOMMENDATION

Recommended Supplier	IBI Group Professional Services (Canada) Inc (Highest Ranked/Fourth Lowest Priced Supplier)	
Current Budget Available	\$ 152,200.00	083-5350-14405-005 Cycling and Trails EA
Less cost of award	\$ 136,288.56	(Incl. of HST)
	\$ 13,628.86	Contingency @ 10%
	\$ 149,917.42	Cost of Award (Incl. of HST)
	\$ 20,990.09	Internal Management Fee
	\$ 170,907.51	Total Project Cost
Budget Remaining after award	(\$ 18,707.51)	*

\*The funding shortfall of (\$18,707.51) will be funded 65% from the non-DC capital contingency in the amount of \$12,159.88 and 35% from the Engineering contingency in the amount of \$6,547.63.

### BID INFORMATION

Advertised	ETN
Bids closed on	August 31, 2017
Number picking up bid documents	9
Number responding to bid	7

### PROPOSAL EVALUATION

The evaluation team was comprised of staff from the Engineering Department with Purchasing staff acting as the facilitator. The evaluation was based on pre-established evaluation criteria as outlined in the Request for Proposal: 20% qualifications and experience of the consulting firm, 20% qualifications and experience of the project manager and team, 30% project methodology, understanding, schedule and work plan and 30% price, totaling 100%, with the resulting scores as follows:

Suppliers	Total Score (100 points)
<b>IBI Group Professional Services (Canada) Inc.</b>	79.55
CIMA Canada Inc.	73.20
AMEC Foster Wheeler Environment & Infrastructure	72.19
GHD Limited	69.00
McIntosh Perry Consulting Engineers Limited	67.33
Stantec Consulting Ltd.	65.69
Parsons Inc.	56.00

Note: Bid prices ranged from to \$127,617 to \$259,854 (Incl. of HST).

**PROPOSAL EVALUATION (Continued)**

The original Bid price from IBI Group Professional Services (Canada) Inc. was \$167,834.16 (inclusive of HST) which exceeded the City's budget. As outlined in Section 15.2 of the City's *General Terms and Conditions*, "The City reserves the right, in its sole discretion, to negotiate with the lowest priced Supplier/highest ranked supplier...in the event that the Bid Prices submitted by the Suppliers exceed the City's budget ..."

Staff reviewed potential opportunities and entered into negotiations with IBI Group to seek options to reduce the price, in order to meet the City's approved budget. Staff were able to reduce the price by \$31,545.60 from \$167,834.16 to \$136,288.56 (inclusive of HST) by adjusting items without impacting the project.

Staff is recommending the highest ranked / fourth lowest priced supplier, IBI Group Ltd. Inc., as their proposal satisfactorily demonstrated their experiences and capabilities to undertake this project. They have a good understanding of project-related requirements, and provided a satisfactory methodology and work plan.

**OPERATING BUDGET AND LIFECYCLE IMPACT**

The operating budget impact will be identified upon final design. The life cycle impact will be known at time of construction.

**ENVIRONMENTAL CONSIDERATIONS**

N/A



## STAFF AWARD REPORT

Page 1 of 2

To:	Jim Baird, Commissioner, Development Services
Re:	213-Q-17 Public Art Coordinator
Date:	September 21, 2017
Prepared by:	Stephen Chait, Director, Culture & Economic Development, Ext. 4871 Darius Chung, Senior Buyer, Ext. 2025

### PURPOSE

To obtain approval to award the contract for a replacement Public Art Coordinator, Yan Wu, for an initial period of two years with an option to renew for an additional three (3) years, at the same itemized pricing. The initial two (2) year term will begin on October 2, 2017 and end on October 1, 2019.

The scope of work under this quotation includes the following:

- Develop and manage budgets for the public art program, including creating submissions for the annual capital budget requests
- Assist in commissioning and administer current public art projects across the city in conjunction with the Council approved Public Art Policies
- Develop relationships and work collaboratively with appropriate City departments to implement public art projects
- Attend meetings of the City's Public Art Advisory Committee and act as a liaison between the Committee and the City as required
- Manage and maintain inventory of the City's public art collection
- Develop a procedure manual for the award of Public Art Projects
- Manage public art collection for the Civic Centre and other City facilities, including an annual needs assessment
- Coordinate installation of public art within the City and its facilities.

### RECOMMENDATION

Recommended Candidate	Yan Wu (Sole Bidder)	
Less cost of award	\$ 11,250.00	October 2, 2017 - December 31, 2017 Estimate
	\$ 45,000.00	January 1, 2018 – December 31, 2018 Estimate*
	\$ 45,000.00	January 1, 2019 – December 31, 2019 Estimate*
	\$ 45,000.00	January 1, 2020 – December 31, 2020 Estimate*
	\$ 45,000.00	January 1, 2021 – December 31, 2021 Estimate*
	<u>\$ 37,500.00</u>	January 1, 2022 – September 30, 2022 Estimate*
	\$ 236,250.00	Total Award (Inclusive of HST Impact)

\* Subject to Council approval of the 2018, 2019, 2020, 2021, and 2022 operating budgets.

Note: There is sufficient budget in the 2017 budget and annually the budget approved for this position has been \$45,000.

### BID INFORMATION

Advertised	Electronic Tendering Network
Bids closed on	Wednesday August 16, 2017
Number picking up bid documents	2
Number responding to bid	1*

\*Similar to the 2012 results, Staff are aware that this contract has a limited field of qualified candidates and as such, the City only received one submission.

### PRICE SUMMARY

Sole Bidder	Bid Price
<b>Yan Wu</b>	<b>\$45,000</b>

Culture Services staff conducted an interview and determined that Yan Wu possesses all the skills, experience, and requirements necessary for this position. Yan Wu holds a Masters in Curatorial Studies with focus on public space, wide range of experience both internationally and within the Canadian art scene, and has several years of public experience working with art exhibitions in Toronto and for the University of Toronto.

The Fee will be the same hourly rate of \$40.00 and approximately 20 working hours per week as the previous Public Art Coordinator.

**OPERATING BUDGET AND LIFECYCLE IMPACT**

N/A.

**ENVIRONMENTAL CONSIDERATIONS**

N/A