



Report to: General Committee

Report Date: March 1, 2017

SUBJECT: Staff Awarded Contracts for the Month of February 2017
PREPARED BY: Alex Moore, Ext. 4711

RECOMMENDATION:

1. THAT the report entitled “Staff Awarded Contracts for the Month of February 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 February 2017 as per Purchasing By-law 2004-341.

BACKGROUND:

Council at its meeting of May 26th, 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 bidder
- 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 bidder and the City at the time of award
- There are no bidder 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">• 276-Q-16 Supply and Delivery of Automotive Parts• 068-T-17 Landscape Maintenance Activities• 077-Q-17 Entrance Mat Service
Highest Ranked / Second Lowest Priced Supplier	<ul style="list-style-type: none">• 255-R-16 Consulting Engineering Services for Sediment Removal at Two Stormwater Management Ponds (ID#1 & 48)
Non-Competitive Supplier	<ul style="list-style-type: none">• 082-S-17 Supply and Delivery of Three “4 X 4” Utility Vehicles and One Tractor• 286-S-16 Markham Tennis Club Re-Construction

Corporate Services

Award Details	Description
Lowest Priced Supplier	• 252-T-16 Operations Facilities Improvements and Car Wash Replacement
Non-Competitive Supplier	• 092-S-17 Upgrading Cayenta Financial Software As Part of Computer Refresh

Development Services

Award Details	Description
Lowest Priced Supplier	• 083-T-17 Water, Sanitary and Storm Sewer Connections at Various Location
Non-Competitive Supplier	• 111-S-17 Consulting Services related to a Third Party Peer Review of detailed design for Whistling Cessation – Kennedy Road (South) to Major Mackenzie Drive

09/03/2017

X 

Joel Lustig
Treasurer

X 

Trinela Cane
Commissioner, Corporate Services



STAFF AWARD REPORT

To:	Brenda Librecz, Commissioner, Community & Fire Services
Re:	276-Q-16 Supply and Delivery of Automotive Parts
Date:	February 9, 2017
Prepared by:	Shahid Rehman, Ext: 4005 Patti Malone, Senior Buyer, Purchasing, Ext. 2239

PURPOSE

To obtain approval to award a contract for the supply and delivery of automotive parts and supplies on as required basis for a three (3) year period at the same itemized prices.

RECOMMENDATION

Recommended Supplier	C & S Auto Parts Ltd. (114 items); Impact Auto Parts Inc. (79 items); Bolton Auto Parts (27 items)/ (Lowest Priced Suppliers for each item)	
Current Budget Available	\$ 49,800.00	750-7524320 Automotive Parts
Less cost of award	\$ 49,800.00	Year 1. - 2017
	\$ 49,800.00	Year 2. - 2018*
	\$ 49,800.00	Year 3. - 2019*
	\$ 149,400.00	Total cost of award, inclusive of HST impact
Budget Remaining after this award	\$ 0.00	

* Subject to Council approval of the 2018-2019 operating budgets.

BACKGROUND

The parts and supplies identified in this quotation are required for the maintenance and repair of vehicles and equipment along with various user department supplies used throughout the City. The Quotation included 221 different part numbers to be purchased on an as required basis.

BID INFORMATION

Advertised	ETN
Bids closed on	January 12, 2017
Number picking up bid documents	8
Number responding to bid	6

PRICE SUMMARY

Suppliers	Award amount (inclusive of HST)
C & S Auto Parts Ltd.	\$ 22,200.00
Impact Auto Parts	\$ 21,500.00
Bolton Auto Parts	\$ 6,100.00
Roy Foss Chevrolet Buick GMC Cadillac	None
Berco Automotive Supply Limited	None
Trimax Automotive	None

Staff recommend splitting the award between three different suppliers who were the lowest priced bidder for each item required, in lieu of awarding to one supplier. By awarding to three suppliers in lieu of one supplier, the City will save \$3,808 annually.

OPERATING BUDGET AND LIFECYCLE RESERVE IMPACT

Not Applicable

ENVIRONMENTAL CONSIDERATIONS

Not Applicable



STAFF AWARD REPORT

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To:	Andy Taylor, Chief Administrative Officer
Re:	068-T-17 Landscape Maintenance Activities
Date:	February 16, 2017
Prepared by:	David Plant, Manager , Parks Operation, Ext. 4893 Patti Malone, Senior Buyer, Ext. 2239

PURPOSE

To obtain approval to reimburse York Region for the costs associated with the landscape maintenance activities located at South Town Centre Boulevard between Cedarland Drive and Highway 7.

RECOMMENDATION

Recommended Supplier (s)	York Region (Lowest Priced Supplier)	
Current Budget Available	\$ 71,000.00	730-745-5399 Other Contracted Services
Less cost of award	\$ 48,417.65	Total Cost - 2016
	\$ 29,965.49	Total Cost - 2017
	\$ 29,965.49	Total Cost - 2018*
	\$ 29,965.49	Total Cost - 2019*
	\$ 138,314.12	Total Award Amount Inclusive of HST Impact
Budget Remaining after this award	\$ 22,582.35	**

* Subject to Council approval of the 2018 and 2019 budgets.

Staff be authorized to adjust the purchase order for a price escalation allowance based on the lesser of 2.5% or the Consumer Price Index (CPI), Toronto All-items immediately preceding the year, starting in 2018.

**The remaining balance of \$22,582.35 will be reported as part of the 2016 year end results. The 2017 favourable variance of \$41,034.51 (\$71,000 - \$29,965.49) will be reported as part of the 2017 year end results. The 2018 budget will be adjusted accordingly as part of the 2018 budget process.

The original budget of \$71,000 included the cost of maintenance work on landscaped centre medians. In early 2016, it was determined that all assets in the rapidways including the centre medians are owned by the Region, and they would be responsible for this cost; hence the favourable variance reported as part of the 2016 year end results. Work undertaken by the Region, and expensed to the City, is carried out on planters and land located to the east and west of the central medians on South Town Boulevard.

The contract price has decreased by 38% (\$18,452.16) from 2016 to 2017 due to the discontinuation of supplemental tree watering and a change in the frequency of watering of planters, from once every 4 days to once a week.

BACKGROUND

In November 2009, an agreement was made between York Region, York Region Rapid Transit Corporation and the City of Markham to construct the VIVA Next Rapid Transitways along South Town Centre Boulevard and Cedarland Drive. As part of this agreement, York Region will initially undertake the maintenance of the streetscape elements along South Town Centre Boulevard and Cedarland Drive for an initial period of two years (2015 and 2016). Continuing with the services of the Region's contractor to carry out the landscape and maintenance work provides continuity.

Section 7 of the agreement specifically states that the City will be responsible for the cost of the landscaping maintenance work undertaken by the Region.

This contracted work, (coordinated through the York Region contractor) commenced in April 2015 and includes all aspects of landscape maintenance activities including but not limited to: watering of various planters, weed removal in planters, contour pruning of shrubs and yearly care of ornamental grasses and perennials within the landscaped centre medians and planting beds. These roadways are an extension of the VIVA Next bus route allowing transit to move to Warden Avenue without turning on Highway 7. Each year the landscaping work is undertaken during the months of April to October.

PRICE SUMMARY (inclusive of HST Impact)

Suppliers	Bid Price*
Forest Ridge Landscaping Inc.	\$532,238.00
Lomco Limited	\$747,427.20
Rafat General Contractor Inc.	\$840,939.50

*The bid was issued and awarded by the York Region on behalf of the Town of Richmond Hill and the City of Markham for three locations. The City of Markham has two locations which are located at South Town Centre Boulevard and Cedarland Drive. The term of the original contract was for 1 year from April 15, 2015 to April 14, 2016, with the option to renew for 4 additional 1-year terms. Markham's contract value is for a portion of the amount awarded by York Region.

OPERATING & LIFE CYCLE IMPACT

The surplus balance of \$22,582.35 will be reported as part of the 2016 year end results. The 2017 favourable variance of \$41,034.51 (\$71,000 - \$29,965.49) will be reported as part of the 2017 year end results. The 2018 budget will be adjusted accordingly as part of the 2018 budget process.

Since the planters have a useful life of 35 years, the impact to the Life Cycle Reserve will be addressed outside the 25 year period.

ENVIRONMENTAL CONSIDERATIONS

All organic materials removed from this site with respect to weed removal or contour pruning is recycled as organic materials in keeping with the Region of York specifications. Litter and waste are separated and disposed of in the appropriate manner in keeping with Region of York specifications.

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

To:	Brenda Librecz, Commissioner, Corporate Services
Re:	077-Q-17 Entrance Mat Service
Date:	February 15, 2017
Prepared by:	Mario Puopolo, Community Facility Coordinator Thornhill C.C., Ext. 3788 Patti Malone, Senior Buyer, Ext. 2239

PURPOSE

To obtain approval to award the contract for Entrance Mat Service for a 1 year term, commencing April 1, 2017 with an option to renew the contract for 4 additional years under the same terms, conditions and the same itemized pricing.

RECOMMENDATION

Recommended Supplier	Cintas (Lowest Priced Supplier)	
Current Budget Available	\$ 10,324.19	Budget allocated for these items.
Less cost of award	\$ 10,769.06	April 1 2017 – December 31 2017
	\$ 18,666.37	January 1 2018 - December 31 2018**
	\$ 18,666.37	January 1 2019 - December 31 2019**
	\$ 18,666.37	January 1 2020 - December 31 2020**
	\$ 18,666.37	January 1 2021 - December 31 2021**
	\$ 7,897.31	January 1 2022 - March 31 2022**
	\$ 93,331.85	5 year Total, Inclusive of HST
Budget shortfall after this award	(\$ 444.87)	***

* Funded from the various City Departments Operating budget accounts.

** Subject to Council approval of the 2018 – 2022 operating budgets.

***The budget shortfall of \$444.87 will be reported as part of the year-end operating variance and the 2018 operating budget will be amended accordingly.

Note: Staff is seeking approval for a 5 year contract term as identified within the bid document; however, the annual renewal will be subject to satisfactory supplier performance and budget approval.

BACKGROUND

The contract is for pickup and delivery of entrance mats for 24 facilities throughout the City. The frequency of delivery is based on the facility requirements with weekly and bi-weekly service provided to all facilities.

BID INFORMATION

Advertised	ETN
Bids closed on	February 14, 2017
Number picking up bid documents	6
Number responding to bid	4

PRICE SUMMARY

Suppliers	Price (Inclusive of HST)*
Cintas Canada	\$18,666.37
G & K Services	\$24,210.56
958535 Ontario Inc. O/A Olympic Dust Control	\$29,264.09
Swan Dust Control Limited	\$ 44,311.19

* Yearly pricing.

Note: As compared to the previous contract from 2012 to 2017, prices have increased by 6%, however the contract will be firm fixed until 2022. As well, Heintzman House has been added to the contract.

OPERATING BUDGET AND LIFECYCLE IMPACT

The budget shortfall of \$444.87 will be reported as part of the year-end operating variance and the 2018 operating budget will be amended accordingly. There is no lifecycle impact.

ENVIRONMENTAL CONSIDERATIONS

The contractor is using "GREEN" cleaning agents for its products. They are also using a dissolved air floatation unit in their cleaning process that filters and removes waste from the water before releasing it back to the city.



STAFF AWARD REPORT

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To:	Andy Taylor, Chief Administrative Officer
Re:	255-R-16 Consulting Engineering Services for Sediment Removal at Two Stormwater Management Ponds (ID#1 & 48)
Date:	February 2, 2017
Prepared by:	Alan Manlucu, Project Engineer, Ext: 2374 Flora Chan, Senior Buyer Ext: 3189

PURPOSE

To obtain approval to award the contract for consulting engineering services for sediment removal at two stormwater management ponds (Pond ID# 1 & Pond ID #48).

RECOMMENDATION

Recommended Supplier	AECOM Canada Ltd. (Highest ranked /Second Lowest Supplier)	
Current Budget Available	\$ 139,100.00	058 6150 17197 005 SWM Pond Cleaning - ID#1 & #48
Less cost of award	\$ 146,463.17	Award (Inclusive of HST)
	\$ <u>14,646.32</u>	Contingency (10%)
	\$ 161,109.48	Total Award (Inclusive of HST)
Budget remaining after this award	(\$ 22,009.48)	*

* The shortfall will be funded through the construction component of the budget #17197 (\$866,000). Staff is in the opinion that the remaining balance of \$843,990.52 (\$1,005,100.00 - \$161,109.48) will be sufficient to complete the construction works.

BACKGROUND

Stormwater Management ("SWM") Ponds have been constructed in the City as an effective means of providing water quality improvements and flood mitigation in a watershed. With time, the accumulation of sediments in a SWM Pond results in a reduction of the pond capacity and consequently, reduction in pond efficiency. The purpose of the sediment removal project is to restore the treatment capacity (i.e. water quality volume) for SWM ponds ID # 1 & # 48 to their original design capacity and undertake maintenance and retrofit activities where required.

The objective of this RFP is to retain a consultant to undertake the detailed design, tender preparation and contract administration and inspection for the sediment removal in two existing stormwater management ponds.

It is expected that the study will commence in February 2017 and be completed by June 2017.

BID INFORMATION

Advertised	ETN (Electronic Tendering Network)
Bids closed on	December 20, 2016
Number picking up bid document	13
Number responding to bid	5

PROPOSAL EVALUATION

The Evaluation Team was comprised of staff from the Environmental Services Department and facilitated by staff from the Purchasing Department. Due to the complexity of the project, staff wanted to ensure that suppliers had the necessary qualifications and experience to carry out the work and as such, the City released this RFP utilizing a two-stage system.

Stage One (1) – Technical Evaluation:

Under Stage 1 – Technical Evaluation, Suppliers were assessed against pre-determined criteria as outlined in the RFP; Experience/Past Performance of the consulting firm 25%; Qualifications and experience of the project manager and team 20%; Project Delivery 25%; totaling 70%.

PROPOSAL EVALUATION (Continued)

Stage One (1) – Technical Evaluation:

Under Stage 1 – Technical Evaluation, Suppliers were assessed against pre-determined criteria as outlined in the RFP; Experience/Past Performance of the consulting firm 25%; Qualifications and experience of the project manager and team 20%; Project Delivery 25%; totalling 70%.

Upon completion of Stage 1 (technical evaluation), the Price Proposal (Bid Form) provided by those Suppliers who qualified from Stage 1, (minimum score of 75%, or 52.5 points out of 70 required), proceeded to Stage 2 for price evaluation.

Stage Two (2) – Price Evaluation:

Based on the Stage 1 evaluation, Suppliers who received a minimum of 75% or 52.5 points out of 70 proceeded to Stage 2 - Price Evaluation. The price proposal provided by the Suppliers is evaluated out of 30 points, based on the criteria outlined in the RFP.

Stage 1 & 2 – Combined Overall Scoring:

The scores from the Stage 1 and 2 evaluations were combined to formulate final overall scoring, as summarized below:

Suppliers	Stage 1 Technical (70 points)	Stage 2 Price (30 points)	Total Score (100 points)	Overall Ranking
AECOM Canada Ltd.	65.0	28.1	93.1	1
Cole Engineering Group Ltd.	58.3	30.0	88.3	2
AMEC Foster Wheeler	57.7	24.7	82.4	3
C.C. Tatham & Associates	62.5	17.6	80.1	4
GHD Limited	43.7	0.0*	43.7	5

*One Supplier who did not achieve a technical score of 52.5 points or higher did not proceed to Stage 2 evaluation. Bid prices ranged from \$137,937 to \$194,785.94 inclusive of HST).

AECOM Canada Ltd. (“AECOM”), the highest ranked supplier with the highest technical score and second lowest price, demonstrated a good understanding of the project, had experienced and qualified project team and illustrated a comprehensive plan and methodology for the project.

AECOM was previously awarded the same contract in 2012 (265-R-12) through a competitive process and performance was satisfactory.

OPERATING BUDGET AND LIFE CYCLE IMPACT

The next sediment cleaning for these two locations are included in the life cycle study for year 2037 (20 years from now). There are no operating budget impacts.

ENVIRONMENTAL CONSIDERATIONS

Sediment cleaning maintains downstream water quality, preserves fish habitat and contributes to a sustainable, healthy ecosystem that is in line with the City’s Greenprint initiative.

**STAFF AWARD REPORT****Page 1 of 3**

To:	Andy Taylor, Chief Administrative Officer
Re:	082-S-17 Supply and Delivery of Three "4 X 4" Utility Vehicles and One Tractor
Date:	February 17, 2017
Prepared by:	Laurie Canning, Manager, Fleet & Supplies, Ext. 4896 Ryan Hanna, Facility Supervisor, Recreation, Ext. 2103 Patti Malone, Senior Buyer, Ext. 2239

PURPOSE

To obtain approval to award the contract for the supply and delivery for the following:

1. One (1) tractor.
2. Three (3) "4 X 4" utility vehicles (2 without cab and 1 with cab)

RECOMMENDATION

Recommended Supplier (s)	B. E. Larkin (Non-competitive Procurement)	
Current Budget Available	\$ 52,466.00	057-6150-17164-005 Corporate Fleet Replacement 4 X 4" Diesel Utility Vehicles (Qty – 3)
	\$ <u>48,000.00</u>	070-6150-1710-005 Milliken Mills C.C. Kabota Replacement
	\$ 100,466.00	Total Award
Less cost of award	\$ 48,220.04	Corporate Fleet Inclusive of HST Impact (Qty 3)
	\$ <u>34,307.31</u>	Milliken Mills Inclusive of HST Impact (Qty – 1)
	\$ 82,527.35	Total Award Inclusive of HST Impact
Budget Remaining after this award	\$ 4,245.96	*070-6150-17164-005 Corporate Fleet Replacement
	\$ <u>13,692.69</u>	*070-6150-1710-005 Milliken Mills C.C. Kabota Replacement
	\$ 17,938.65	Total Remaining Budget

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

Staff further recommends:

That the tendering process be waived in accordance with Purchasing By-Law 2004-341, Part II, Section 7 (1) (e) "Where the City is acquiring equipment, such as vehicles or equipment or buses, in which case the sources of supply may be identified based on technical specifications prepared by the User Department staff."

BACKGROUND**Tractor - One (1)**

The tractor is being purchased for the Milliken Mills Community Centre and is used for winter maintenance requirements. The winter maintenance activities includes clearing walkways and pathways, salting, blowing access piles of snow to make clearances of obstructed paths that have been piled high with snow. The Tractor at Milliken Mills was purchased in 2001 with a life expectancy of 10-12 years, due to the tractor being used only seasonally the lifecycle was extended year by year based on condition assessment until this point where the life cycle can no longer be extended and the tractor needs to be replaced.

Unit BX1800 and its corresponding attachments (Blower model BX2750, Sweeper BX2537, plow BX 2760) will be sold upon delivery of the new units in accordance with Purchasing By-law 2004-341, PART V, Disposal of Personal Property. Proceeds will be posted to account 890 890 9305 (proceeds from the Sale of Other Fixed Assets).

"4 X 4" Utility Vehicles (Three - 2 without cab and 1 with cab)

The utility vehicles recommended in this award are for personnel transportation, tool transportation, and equipment and to provide for the ability to utilize a hydraulically operated dump box that allows Operations staff to transport materials to locations generally not easily accessible with other vehicles.

Units 4213, 4217, and 4560 will be sold upon delivery of the new units in accordance with Purchasing By-law 2004-341, PART V, Disposal of Personal Property. Proceeds will be posted to account 890 890 9305 (proceeds from the Sale of Other Fixed Assets).

BACKGROUND (Continued)

All units identified for replacement in this report have had a condition assessment completed by Fleet staff and meet the fleet replacement life cycle as identified in the Corporate Fleet Policy for the respective unit type/class

OPTIONS/DISCUSSIONS**One (1) tractor**

The recommended tractor is the B2650 from Kubota Canada Ltd. (Kubota). The rationale below indicates why Kubota is the preferred brand:

Quality

- The equipment has a proven track record with the City of Markham as many of the City’s current tractor inventories consist of Kubota or John Deere tractors.

Standardization

- Standardization of city-wide tractors (equipment) also enables standardized training for all facility operators. Training on standardized equipment creates cost-effective use of the training budget. This prevents the need to outsource different trainers for different tractors and allows Recreation Services to allocate more time to train operators.
 - In the event of a facility operator transfer, where one employee moves to another community centre, operators then are able to operate similar tractors without having to be re-trained.

Inventory

- Fleet Services currently stocks and carries all replacement/repair parts for Kubota tractors. Furthermore, there are significant cost savings having City mechanics that are proficient in repairing Kubota tractors.

Price

- In order to ensure value for money, Staff contacted to two competitors and the recommended price under this award of \$34,307.31 is lower than these competitors:
 - John Deere - \$35,012.54
 - Case - \$44,570.88

While there are various dealers who provide Kubota vehicles, B.E. Larkin is the local dealer and is given preferential pricing from Kubota for their area. Staff negotiated 1.2% savings with B.E. Larkin.

“4 X 4” Utility Vehicles (Three - 2 without cab and 1 with cab)

The recommended manufacturer for the “4 X 4” utility vehicles is Kubota Canada Ltd. (Kubota), they manufacture an RTV 900 model which meets the requirements of the City.

Quality

- The equipment has a proven track record with the City of Markham and the model has a two speed hydrostatic transmission with dynamic braking, making it one of the safest machine in its class.

Standardization

- The Kubota model was the first utility vehicle purchased by the City in 2005 and was based on the need to have a versatile off road four wheel drive utility vehicle. Since the first purchase in 2005, the City purchased an additional six (6) vehicles to bring the total number of Kubota models in our fleet to seven (7).

Inventory

- Fleet Services currently stocks and carries all replacement/repair parts for Kubota tractors. Furthermore, there are significant cost savings having City mechanics that are proficient in repairing Kubota tractors.

OPTIONS/DISCUSSIONS (Continued)**Price**

- In order to ensure value for money, Staff contacted competitors who provide a similar unit:

Manufacturers	Without Cab	With Cab
John Deere	\$17,364.88	\$21,788.82
Kawasaki	\$14,568.67	\$22,021.95
Polaris	\$14,393.59	\$21,020.85

The recommended award amount under this contract is \$13,781.23 (without cab) and \$20,657.28 (with cab).

ENVIRONMENTAL CONSIDERATIONS

All units being purchased under this award meet the Tier 4 standards of reducing exhaust gases from diesel powered equipment.

OPERATING AND LIFE CYCLE IMPACTS

The operating costs for the utility vehicles and tractor are included in the 2017 base operating budget.

The 2017 Life Cycle Reserve Study will be updated accordingly based on the award amounts outlined in this report.



STAFF AWARD REPORT

To:	Andy Taylor, Chief Administrative Officer
Re:	286-S-16 Markham Tennis Club Re-Construction
Date:	February 10, 2016
Prepared by:	Sameem Shah, Facility Co-ordinator ext. 6190 Flora Chan, Senior Buyer ext. 3189

PURPOSE:

To obtain approval to award the contract for the demolition and removal of the existing clubhouse, and the construction of a new Markham Tennis clubhouse.

RECOMMENDATION

Recommended Supplier	MGM Design / Construction Management (Non Competitive Procurement)	
Original Budget and Account #	\$ 225,000.00	56-6150-16195-005 Markham Tennis Clubhouse Reconstruction
Budget Available for this item	\$ 203,346.66	
Less cost of award	\$ 180,624.00	Award (Inclusive of HST)
	\$ 18,062.40	Contingency (10%)
	\$ 198,686.40	Total award amount
Budget Remaining after this award	\$ 4,660.26	

Staff further recommends: THAT the tendering process be waived in accordance with Purchasing By-Law 2004-341, Part II, Section 7 Non-Competitive Procurement: Item 1 (f) which states “where, for any reason, a call for Tenders does not result in the successful award of a Tender” and Item 1(g) which states “where it is in the City’s best interest not to solicit a competitive bid.”

BACKGROUND

In spring of 2016, Council approved the reconstruction of 500 square feet pre-fabricated clubhouse for the Markham Tennis Club. In summer of 2016, the scope of work was revised and approved to increase size of clubhouse to 936 square feet with a budget amount of \$203,346.66 (construction budget) in order to serve the community size.

In fall of 2016, Staff proceeded to tender the project (249-T-16) and closed with a lowest bid being \$291,593.28 (inclusive of HST impact and 10% contingency), this amount exceeded the approved budget by \$88,246.62. The bid was cancelled due to insufficient budget. Subsequently, a community member who is the owner of a local building development company came forward and has agreed to construct the 936 square feet clubhouse within the approved budget as a community service.

To ensure the total project cost came within the approved budget amount, the City and the recommended supplier re-designed the clubhouse with the approval of the Markham Tennis Club to better meet the budgetary constraints. Additionally, the supplier has agreed to discount all profit margins, design costs and labour rates in order to complete this project.

Work is scheduled to start upon approval with a targeted completion date of March 2017 and the new clubhouse will be ready for use for the 2017 tennis season.

FINANCIAL CONSIDERATIONS

As per Tennis Club Policy, the reconstruction cost is equally shared by the City and Markham Tennis Club where the City will provide an interest free loan to the Markham Tennis Club equivalent to 50% of the reconstruction cost to be paid back in 30 years with no interest from 2017 to 2046 (\$3,750/year x 30 = \$112,500). Based on the final cost of the project Markham Tennis Club will pay 50% of the value, if any budget remaining at the end of the project the amount to be paid back by Markham Tennis Club will be adjusted accordingly.

ENVIRONMENTAL CONSIDERATIONS

Construction waste will be disposed as per properly in accordance with applicable laws, regulations and industry standards.

OPERATING BUDGET AND LIFECYCLE IMPACT

There is no operating budget impact as the Tennis Club is responsible for the day-to-day operations of the clubhouse. The useful life of the new clubhouse is expected to be 70 years; therefore there is no impact to the Life Cycle Reserve Study in the next 25 years.

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

To:	Andy Taylor, Chief Administrative Officer
Re:	252-T-16 Operations Facilities Improvements and Car Wash Replacement
Date:	January 23, 2017
Prepared by:	Steve Walo, Project Manager, Facility Assets, Ext. 2567 Flora Chan, Senior Buyer, Ext. 3189

PURPOSE

To obtain approval to award the contract for Operations facilities improvement and car wash replacement.

RECOMMENDATION

Recommended Supplier	Norfield Construction Inc. (Lowest Priced Supplier)	
Current Budget Available	\$ 287,682.25	750-101-5399-16198 (Operations Facilities Improvement)
Less cost of award	\$ 244,449.34 <u>\$ 24,444.93</u> \$ 268,894.27	Award 10% Contingency Total Award inclusive of HST
Budget remaining after award	\$ 18,787.98	*

*The remaining budget of \$18,787.98 to be returned to the original funding source

BACKGROUND

Various facility building replacement items were identified in the Operations Centre at 555 Miller Avenue as part of the annual Life Cycle Improvements Project. The improvements include the following:

1. Replacement of the existing non-functional Car Wash (installed in the 1980s);
2. Replacement of windows, millwork, hardware, paint, flooring, lighting, door security, ceilings, doors and wall guards;
3. Structural support to the existing Waterworks Shed and wall mounted light fixtures

The Contractor start date is February 21, 2017 and the Substantial Performance is June 30, 2017.

BID INFORMATION

Advertised	ETN
Bids closed on	January 17, 2017
Number picking up bid documents	19
Number responding to bid	10*

*Note: One Bid submission was disqualified due to failure to meet mandatory bonding and mandatory site meeting requirements

PRICE SUMMARY

Suppliers	Bid Price (Incl. of HST)
Norfield Construction Inc.	\$ 244,449.34
Ritestart Limited	\$ 262,633.96
M.J.K. Construction Inc.	\$ 270,132.27
Deciantis Construction Limited	\$ 284,347.12
R-Chad General Contracting Inc.	\$ 285,771.76
BECC Construction Group Ltd.	\$ 310,543.28
Stracor Inc.	\$ 329,201.91
Melloul-Blamey Construction Inc.	\$ 392,428.47
Gay Company Limited	\$ 426,374.40

PRICE SUMMARY (Continued)

Norfield Construction Inc. completed other projects in 2015 (192-Q-15 and 280-Q-15) and their performance was satisfactory.

OPERATING BUDGET AND LIFECYCLE IMPACT

Annual water savings for the Car Wash replacement is approximately 20-25% between the existing and new equipment. The total annual cost savings for the proposed car wash is estimated at \$240 per year.

The estimated annual electricity savings is approximately 10-15%. The total annual estimated energy savings is estimated at \$180.

2016 Life Cycle update identified a replacement value of \$71,000 for the car wash and a lifespan of 15 years. The revised replacement value is \$122,000 with a 30 year life span based on current technology and preventative maintenance (a savings in today's dollars of \$20,000 over 30 years). The 2017 Life Cycle Reserve Study Update will be adjusted accordingly.

ENVIRONMENTAL CONSIDERATIONS

Various energy and cost efficiencies were achieved through design and product specifications, including:

1. New car wash with higher energy and water efficiency
2. New windows with improved thermal resistance
3. Paint with low VOC
4. Flooring with higher durability to withstand heavy traffic areas
5. Waterworks shed structural reinforcement is being added to increase the lifespan of the building in lieu of building replacement;
6. Millwork materials with increased durability extend the lifespan of the cabinetry.



STAFF AWARD REPORT

Page 1 of 2

To:	Andy Taylor, Chief Administrative Officer
Re:	092-S-17 Upgrading Cayenta Financial Software As Part of Computer Refresh
Date:	February 01, 2017
Prepared by:	Mustafa Rahman, Client Advisor, ITS, Ext. 2884 Rosemarie Patano, Senior Construction Buyer, Ext. 2990

PURPOSE

To obtain approval to award the contract for upgrading the Cayenta financial software from version 7.5.2 to latest version 7.9.0.

RECOMMENDATION

Recommended Supplier	N. Harris Computer Corporation (Non Competitive Procurement)	
Current Budget Available	\$ 107,000.00	400-101-5399-17059 ITS - Upgrades required as part of computer refresh
Less cost of award	\$ 106,970.10	Inclusive of HST
Budget Remaining after this award	\$ 29.90	*

*The remaining budget in the amount of \$29.90 will be returned to the original funding source.

Staff further recommends:

THAT the tendering process be waived in accordance with Purchasing By-Law 2004-341, Part II, Section 7 Non Competitive Procurement, item 1 (b) which states "Where there is only one source of supply for the goods to be purchased;"

BACKGROUND

The City has utilized the Cayenta financial software (formerly known as SFG) since 1987. This software is used for supporting the day-to-day tracking of budgets, creating purchasing orders, manage account payables and producing financial reports. The current version of the Cayenta financial software (v 7.5.2) was implemented in 2012. Since then, Cayenta has released several upgrades which the City declined to purchase due to lack of business rationale and staff satisfaction with the performance and setup of the current Cayenta financial software.

As the City is planning to upgrade its standard Operating System to Windows 10 and replace staff computers in 2017, it was determined that the current Cayenta software version is not compatible with the new operating system. As such, Cayenta upgrade is required in order for staff to use the software on the new Operating System. Furthermore, by upgrading the software, the system will be current in its security patches to mitigate the associated possible risks.

Additional benefit of this upgrade is the multiple levels of security setups in the new version that will allow further breakdown or segregation of user access to information in the system.

DISCUSSION

The City is working towards replacing user computers in 2017/18 based on lifecycle. The current Operating System of Windows 7 on user computers will no longer be supported by the vendor after Jan 14, 2020. As such, the City has decided to move to a new Operating System of Windows 10 to ensure system reliability for the organization. Accordingly, all software used by staff must be brought to be compatible with Windows 10, and Cayenta upgrade is one of the systems that requires an upgrade to be compatible.

In consultation with Cayenta, Staff have assessed the various versions of the Cayenta financial software and determined the most recent version (v 7.9.0) meets the City's functional business and technical requirements. The new version is compatible with Windows 10 Operating system and also has enhanced security features that will be an additional benefit to the City of Markham. The upgrade will not impact the existing annual maintenance fee.

DISCUSSION (Continued)

The recommended upgrade of the Cayenta Financial software from version 7.5.2 to latest version 7.9.0 also aligns with the current ITS strategy: software to be no more than two major versions behind the current production release. This will ensure that the security of the software continues to be maintained at current levels.

OPERATING BUDGET AND LIFE-CYCLE IMPACT

The remaining budget in the amount of \$29.90 will be returned to the original funding source.

ENVIRONMENTAL CONSIDERATIONS

Not Applicable

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

To:	Jim Baird, Commissioner, Development Services
Re:	083-T-17 Water, Sanitary and Storm Sewer Connections at Various Locations
Date:	February 21, 2017
Prepared by:	Kay Man Poon, Manager, Municipal Inspections, Ext. 2897 Tony Casale, Senior Construction Buyer, Ext. 3190

PURPOSE

To obtain approval to award the contract for water, sanitary and storm sewer connections at various locations.

RECOMMENDATION

Recommended Supplier (s)	Wyndale Paving Co. Ltd (Lowest Priced Supplier - 11 locations) FDM Contracting Co. Ltd. (Lowest Priced Supplier - 2 locations) Efcon Inc (Lowest Priced Supplier - 5 locations)	
Less Cost of Award	\$ 216,632.00	Cost of award (Excl. of HST)*
	\$ 28,162.16	HST (13%)
	\$ 244,794.16	Total Cost of Award

* Service connections are fully recoverable from homeowners and work does not commence until payment has been received by the City. The issuance of a purchase order is contingent upon receipt of payment from homeowners.

BACKGROUND

Upon receipt of applications from City of Markham property owners, engineering staff obtain pricing from qualified companies for the installation of water, storm and/or sanitary service connections to service residential lots. The locations identified in this Request for Tender are as follows;

- Location 1: 72 Fred Varley Drive (Storm/Sanitary/Water)
- Location 2: 41 Deanbank Drive (Water)
- Location 3: 36 Peter Street (Storm/Water)
- Location 4: 2 Paramount Road (Storm/Sanitary/Water)
- Location 5: 35 Jewell Street (Storm/Sanitary)
- Location 6: 74 Meadowview Avenue (Storm/Sanitary/Water)
- Location 7: 40 Hawkrigde Avenue (Water)
- Location 8: 217 Church Street (Storm/Sanitary/Water)
- Location 9: 18B Oakcrest Avenue (Sanitary/Water)
- Location 10: 55 Glenbourne Park Drive (Sanitary)
- Location 11: 7 Rycroft Drive (Storm/Sanitary/Water)
- Location 12: 4 Grandview Boulevard (Storm/Sanitary/Water)
- Location 13: 22 Emily Carr Street (Storm)
- Location 14: 19 Christman Court (Storm/Sanitary/Water)
- Location 15: 246 Church Street (Storm/Sanitary/Water)
- Location 16: 9 Grenfell Crescent (Sanitary/Water)
- Location 17: 7 Grandview Boulevard (Storm/Sanitary/Water)
- Location 18: 1 Trumpour Court (Storm)

BID INFORMATION

Advertised	ETN
Bids closed on	Feb 7, 2017
Number picking up bid documents	16
Number responding to bid	9

PRICE SUMMARY (Exclusive of HST)

Locations	Efcon Inc.	FDM Cont.	VM DiMonte	Vertical Horizons	Sam Rabito Const.	Wyndale Paving	Direct Under-ground	MGI Const.	Dig Con Int'l
72 Fred Varley Drive	\$23,950	\$30,500	\$62,800	\$52,709.54	\$75,750	\$15,820	\$33,859.17	\$48,500	\$108,500
41 Deanbank Drive	\$5,900	\$4,500	\$9,300	\$6,179.05	\$12,600	\$4,600	\$5,720.76	\$11,500	\$ 15,500
36 Peter Street	\$11,700	\$12,000	\$27,300	\$21,357.61	\$23,350	\$8,975	\$20,418.14	\$18,000	\$68,000
2 Paramount Rd.	\$20,350	\$31,500	\$64,800	\$52,147.31	\$58,900	\$14,200	\$33,652.27	\$44,500	\$115,000
35 Jewell Street	\$15,250	\$19,750	\$45,800	\$31,032.68	\$51,300	\$11,230	\$29,332.20	\$38,500	\$116,000
74 Meadowview Avenue	\$18,500	\$31,000	\$77,800	\$58,975.76	\$63,600	\$15,350	\$38,036.94	\$54,300	\$191,000
40 Hawkridge Avenue	\$4,800	\$1,500	\$9,300	\$7,026.82	\$10,850	\$5,600	\$6,000	\$11,000	\$39,500
217 Church Street	\$18,950	\$28,750	\$65,800	\$47,881.15	\$77,200	\$14,375	\$30,197.18	\$48,800	\$165,500
18B Oakcrest Avenue	\$15,950	\$22,500	\$40,800	\$46,934.02	\$42,000	\$14,360	\$19,767.26	\$48,800	\$87,500
55 Glenbourne Park Drive	\$12,250	\$29,500	\$54,800	\$97,580.95	\$49,000	\$14,710	\$27,873.46	\$47,500	\$91,000
7 Rycroft Drive	\$15,800	\$23,750	\$60,800	\$35,825.62	\$84,200	\$15,460	\$32,707.46	\$50,800	\$180,000
4 Grandview Boulevard	\$16,100	\$23,750	\$48,800	\$38,559.79	\$68,600	\$15,925	\$31,126.02	\$53,300	\$165,000
22 Emily Carr Street	\$7,750	\$8,750	\$14,800	\$13,449.44	\$17,550	\$10,500	\$14,172.74	\$13,500	\$54,000
19 Christman Court	\$14,450	\$21,000	\$45,800	\$32,713.71	\$68,000	\$13,987	\$29,345.54	\$45,000	\$130,000
246 Church Street	\$18,950	\$21,000	\$54,800	\$40,672.88	\$71,600	\$17,250	\$35,424.05	\$37,000	\$180,000
9 Grenfell Crescent	\$12,600	\$17,500	\$32,800	\$28,746.51	\$46,200	\$14,843	\$26,900.32	\$68,000	\$117,500
7 Grandview Boulevard	\$13,350	\$23,750	\$45,800	\$33,229.30	\$66,400	\$14,925	\$31,491.35	\$72,100	\$157,000
1 Trumpour Court	\$7,750	\$8,700	\$31,800	\$16,620.77	\$31,000	\$15,390	\$18,793.06	\$45,600	\$ 62,000
Total Awarded	\$53,700	\$6,000	\$0	\$0	\$0	\$156,932	\$0	\$0	\$0

OPERATING BUDGET AND LIFE CYCLE RESERVE IMPACT

N/A

ENVIRONMENTAL CONSIDERATIONS

N/A



STAFF AWARD REPORT

Page 1 of 2

To:	Andy Taylor, Chief Administrative Officer
Re:	111-S-17 Consulting Services related to a Third Party Peer Review of detailed design for Whistling Cessation – Kennedy Road (South) to Major Mackenzie Drive
Date:	February 27, 2017
Prepared by:	Alice Lam, Manager, Infrastructure & Capital Projects, ext. 2354 Tony Casale, Senior Construction Buyer, ext. 3190

PURPOSE

To obtain approval to award the contract for consulting services which relate to a third party peer review of detailed design for whistling cessation at Kennedy Road (South) to Major Mackenzie Drive.

RECOMMENDATION

Recommended Supplier	Aecom Canada Ltd (Non Competitive Procurement)	
Current Budget Available	\$ 80,000.00	083-5350-16053-005 Anti-Whistling - Stouffville
Less cost of award	\$ 63,091.20 \$ <u>6,309.12</u> \$ 69,400.32 \$ <u>10,410.05</u> \$ 79,810.37	(Inclusive of HST) Contingency @ 10% Internal Management Fee @ 15% Total Cost of Award (Incl. of HST)
Budget Remaining after award	\$ 189.63	*

* The remaining budget of \$189.63 will be returned to the original funding source.

Staff further recommends:

THAT the tendering process be waived in accordance with Purchasing By-Law 2004-341, Part II, Section 7 Non Competitive Procurement, item 1 (h) which states “Where it necessary or in the best interest of the City to acquire Consulting and Professional Services from a preferred supplier or from a supplier who has a proven track record with the City in terms of pricing, quality and service.”

BACKGROUND

On September 28, 2015, Council passed a resolution to determine the safety measures required in order to implement train whistle cessation along the Uxbridge Subdivision through the urban section of the City.

In July 2016, the City retained MMM Group to conduct a detailed design for the 13 Metrolinx at grade railway crossing from Kennedy Road (South) to Major Mackenzie Drive, including minor roadway design with safety device, pedestrian gates and the associated electrical control at the crossings. The scope included detailed design and contract administration services for whistling cessation at the following locations:

1. Kennedy Road (South)
2. Denison Street
3. Highway 7
4. Eureka Street
5. Main Street Unionville
6. Kennedy Road (North)
7. Castlemore Avenue
8. Major Mackenzie Drive
9. McCowan Road
10. Snider Drive
11. Main Street Markham
12. 16th Avenue
13. Bur Oak Avenue

BACKGROUND (Continued)

Aecom Canada Ltd. (“Aecom”) is acting on behalf of the GO Transit / Metrolinx Railway Corridor Management Office for the third party work on or near GO Transit / Metrolinx Owned Railway Corridors. Aecom was awarded the contract by GO Transit / Metrolinx through a competitive bid process.

The detailed design being carried out by MMM Group is mandated by GO Transit / Metrolinx to be peer reviewed and approved by Aecom on their behalf. The service fee of Aecom in amount of \$63,091.20 is the responsibility of the City and the Region and the cost share is dependent on the effort spent on each crossing.

Aecom been acting as GO Transit / Metrolinx Railway Corridor Management Office third party agent for over 13 years and they have been involved with this project since the whistling cessation planning phase. As such, they have the familiarity and history with whistling cessation and will ensure continuity on the project. Aecom’s hourly rates are competitive and in line with industry rates.

This staff award is only for Aecom’s peer review oversight of detailed design. A separate staff award for the cost of Aecom construction oversight involvement will be provided at a later date.

OPERATING BUDGET AND LIFE CYCLE RESERVE IMPACT

The Operating budget and lifecycle impacts will be known upon the completion of the detailed design.

ENVIRONMENTAL CONSIDERATIONS

N/A