



Report to: General Committee

Report Date: December 1, 2016

SUBJECT: Staff Awarded Contracts for the Months of November and December 2016
PREPARED BY: Alex Moore, Ext. 4711

RECOMMENDATION:

1. THAT the report entitled "Staff Awarded Contracts for the Months of November and December 2016" 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 months of November and December 2016 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.

Chief Administrative Officer

Award Details	Description
Non-Competitive Supplier	<ul style="list-style-type: none">• 214-S-16 Professional Project and Change Management Training

Corporate Services

Award Details	Description
Highest Ranked / Lowest Priced Supplier	<ul style="list-style-type: none">• 135-R-16 Supply and Installation for Content Management System for Digital Signage
Non-Competitive Supplier	<ul style="list-style-type: none">• 069-S-16 Adjuster & Claim Investigation Services

Community & Fire Services

Award Details	Description
Lowest Priced Supplier	<ul style="list-style-type: none"> • 110-T-16 Supply and Install Fence (Backstop and Outfield Replacement) • 112-Q-16 Remove and Install Shade Structure – Milliken Mills Park • 115-T-16 Removal and Replacement of Waterplay Feature Base and Controller • 154-Q-16 Supply, Delivery and Installation of a Bulk Water Sales Station • 158-T-16 Roof Replacement for Various Buildings at Markham Museum • 190-T-16 Fire Safety System Inspection, Testing and Repairs • 224-T-16 Supply and Delivery of Rav4 Hybrid (4 Units) • 226-Q-16 Supply and Delivery of Tractors (3 Units) • 236-T-16 Erosion Restoration at 85-95 Steelcase Road East • 245-T-16 Supply and Delivery of Benches and Waste Receptacles • 249-R-13 Consulting Engineering Services to Conduct Landfill Monitoring Program - Contract Extension • 111-T-16 Floodlights, Pole Replacement • 188-T-16 Rehabilitation of Street-lighting System (2016) • 198-T-16 Construction of New Fuel Facilities at Operations Yards • 234-T-16 Markham Public Library Courier Service • 250-Q-16 Security System Upgrades at Fire Stations #92 and #94 • 264-T-16 Flushing and Cleaning of Sanitary Sewers
Highest Ranked / Lowest Priced Supplier	<ul style="list-style-type: none"> • 237-Q-16 Consulting Engineering Services for Bridges and Culverts OSIM Inspections
Non-Competitive Supplier	<ul style="list-style-type: none"> • 258-S-16 Ontario One Call – Underground Infrastructure Locating Services

Development Services

Award Details	Description
Lowest Priced Supplier	<ul style="list-style-type: none"> • 089-T-16 Cornell Madison Rouge North Park – Construction • 092-T-16 Upper Greensborough Fimco Crescent Park - Construction • 094- T-15 Southeast Community Centre and Library Park – Construction • 175-T-16 Berczy Beckett - Three Parkettes
Highest Ranked / Second Lowest Priced Supplier	<ul style="list-style-type: none"> • 243-Q-16 Detailed Design Services for Erosion Restoration at Robinson Creek and the Rouge River

1/11/2017

X

Joel Lustig
Treasurer

11/01/2017

X

Trinela Cane
Commissioner, Corporate Services



STAFF AWARD REPORT

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To:	Andy Taylor, Chief Administrative Officer
Re:	214-S-16 Professional Project and Change Management Training
Date:	November 09, 2016
Prepared by:	Carroll Blair, Senior Learning & Development Specialist, ext. 2424 Rosemarie Patano, Senior Construction Buyer, ext.2990

PURPOSE

To obtain approval to award the contract for the instructor-led delivery of training related to project management and change management for a term of five (5) years at the same 2016 itemized pricing.

RECOMMENDATION

Recommended Supplier	Tidal Shift Inc (Non-Competitive Procurement)	
Current Budget Available	\$ 40,400.00	Various (See Financial Considerations)
	\$ 40,378.37	Year 1 – January – December 2017 *
	\$ 40,378.37	Year 2 – January – December 2018 *
	\$ 40,378.37	Year 3 – January – December 2019 *
	\$ 40,378.37	Year 4 – January – December 2020 *
	\$ 40,378.37	Year 5 – January – December 2021 *
	\$ 201,891.85	Total (inclusive of HST)
Budget Remaining after this Award	\$ 21.63	

*Subject to Council approval of the annual operating budget.

Staff recommends:

That the tendering process be waived in accordance with Purchasing By-Law 2004-341, Part II, Section 7 Non Competitive Procurement, item 1(g) which states “Where it is in the City’s best interest not to solicit a competitive bid.”

BACKGROUND

Project Management: A 2011 Corporate-wide needs assessment identified that all Commissions required project management (PM) training especially those with responsibilities for large capital projects, technology rollouts, community events and infrastructure maintenance and upgrades. SPM Learning, now Tidal Shift Inc was engaged to provide a number of introductory level classes at the City. SPM was chosen based on industry reputation, quality of materials and the spend was kept below the \$25,000 annually.

Once offered, these classes were immediately over-filled by an eager employee population. The result was three fold: (1) feedback from the class evaluations was consistently excellent for: content, facilitation, value to work and professional development; (2) certified Professional Project Managers (PMPs) started filling the introductory-level classes to collect professional development units; and, (3) requests for additional PM instruction increased.

Change Management: Change Management is the discipline that focuses on the communications and staff engagement process of City projects. With the myriad of changes happening at the City a number of change management courses were introduced to support change leaders with tools to support their staff and clients professionally through change. Approximately 16 Senior Managers and Directors have taken the Developing Resilience: an Introduction to Change Management workshop. Following from that a number of managers requested the course for their in-tact departments. All of them recommended it as a continuing course for the City of Markham.

Continuing with Tidal Shift also builds on the skills and language adopted by previous participants creating continuity across the organization in the discipline of project and change management. Requests for PM training have resulted in wait-lists for participants for the past five years.

BACKGROUND (Continued)

Participant Tracking Report - Tidal Shift Project Management Training						
Course Names	# of days	2013	2014	2015	2016	Wait-list
Project Management Concepts	1	16	0	19	26	15
Managing Today's Projects	2	0	15	0	0	3
Managing Project Risk	2	15	0	0	0	30
Managing Project Cost	2	15	0	0	0	4
Exercising Influence	1	0	15	14	16	13
Managing Project Time	1	0	16	0	0	2
Change Management Developing Resilience	1	0	22	12	30	9
Change Management Strategies	1	0	14	0	0	25
TOTAL Wait Listed participants						101

The projected total participants for the next 5 years (2017-2021) are 512 participants with some staff/positions taking multiple modules. The estimated number of staff members attending the courses over the next 5 years will be 300 – 350.

Options/Discussions

Project management skills are required in a number of roles and areas across the organization including construction project management, capital engineering projects and community and staff events. Ideally a blend of introductory PM classes for support roles should be balanced with the ability to offer advanced level classes for existing PMs.

While an additional vendor has been engaged to provide an advanced level course annually, the feedback (from both employees and management) is to provide more of the foundational/basic PM and change management skills available from Tidal Shift. Courses include: project concepts, managing time, resources, exercising influence as a PM.

Working with the Project Management Support Office appointed by Council, Learning & Development has provided the advanced professional PM courses more appropriate for advanced level PMs and allow junior PMs (those in support roles) to take the introductory classes. Even with this additional vendor we have not met the requests for the PM and CM courses.

Rationale

While the City continues to build its expertise in project management, and deal effectively with change activities, it is requested that a five year staff award with Tidal Shift would help support the demands of staff to keep up with internal expectations and external credibility.

Accordingly, Tidal Shift brings the following expertise and value to the City:

- **Expert Instruction:** All Tidal Shift facilitators are Certified Project Managers and those which instruct at the City have significant practical experience working with municipalities. Other municipalities who engage Tidal Shift include: Barrie, Surrey, Newmarket, Richmond Hill, and Region of York. The City of Mississauga and Region of Peel have existing purchase orders with Tidal Shift. Tidal Shift is located in Richmond Hill.
- **Participant Skill Development:** As a progressive skill, project management requires a strong foundation as a prerequisite for development and participation in additional courses. At present some staff has been on wait-lists as the demand for courses cannot be met. Having a five year contract would allow the City to run both the foundational courses and more technically advanced PM and change management courses each year. Accordingly, this staff award would make Tidal Shift a recommended supplier with an award in the amount of \$40,378.37 per year, inclusive of HST impact. The pricing for the five years will remain consistent. This continuity of relationship will also reduce the need to manage a third vendor for the delivery of project management courses.

Rationale (Continued)

- **Operational Excellence:** For the past five years Tidal Shift has continued to learn about Markham through consultation with the Senior Learning & Development Specialist and being introduced to key drivers including BMFT and Excellence Markham guidelines. This provides consistency and continuity of instruction and the development of relevant examples and case studies used in class. Tidal Shift is invested in our success. The approval of a purchase order with Tidal Shift would allow for more employees to benefit from this relevant training through open enrollment and intact department training sessions. With acceptance of a higher spend level, the learners on the wait-list would be addressed within two years and new participants will be available to attend the expanded course offerings. Participation rates would be expected to increase from approximately 75 to 120 learners per year.
- **Staff Engagement:** Markham participant feedback on the project and change management classes provided by Tidal Shift remains consistently above average for all facets of criteria evaluated by City participants. Appendix 1: consolidated scorecard on the feedback from all courses delivered by Tidal Shift at the City from 2013 to present.
- **Value Added Services:** In addition to the five year record of exemplary professional course delivery, Tidal Shift provides value add materials, on their website and supplementary training for free. All participants have access to the Tidal Shift members' portal that contains valuable resources. In 2016, 10 webinars, priced at \$100- each have been offered to City participants for free. Each webinar is worth 1 PDU for those collecting new certification or maintenance units for Project Management certification. Providing additional services such as the webinars demonstrates the on-going commitment by Tidal Shift to develop the PM skills at the City and a move from a transactional relationship to a long-term sustainable model. This includes providing practical training material, webinars, and access to instructors to further develop the training learned in class.

At this time \$40,378.37 per year is the maximum potential annual contract amount to be awarded to this vendor. The actual annual amount awarded to this vendor may be less if there are fewer training hours required. Pricing will remain consistent over the next 5 years, with no rate increases. Further, if a registered participant does not attend class, the City is not charged; therefore, the City does not pay for a seat that is not filled – this is well above the industry standard.

The City would still have the opportunity, if required, to commence a competitive process in the future. The 5 year contract does not restrict the City from establishing a relationship with other vendors or doing an RFP if necessary. For this dollar value, given Tidal Shift is a well known commodity and proven track record at the City a competitive process is not recommended.

FINANCIAL CONSIDERATION

Account Name	Account #	Total 2017 Budget	2017 Budget Allocated	Cost of Award	Variance
Training Seminars	200-200-5250	\$170,000.00	\$23,300.00	\$23,282.69	17.31
Training Supplies	200-202-4200	\$ 45,528.00	\$17,100.00	\$17,095.68	4.32
Total		\$215,528.00	\$40,400.00	\$40,378.37	21.63

Supplier agrees to extend 2016 itemized pricing to 2017 through 2021, with no adjustment to inflation. The award is subject to Council approval of the annual operating budget.

OPERATING BUDGET AND LIFECYCLE IMPACT

Not Applicable

ENVIRONMENTAL CONSIDERATIONS

Not Applicable



STAFF AWARD REPORT

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To:	Andy Taylor, Chief Administrative Officer
Re:	135-R-16 Supply and Installation for Content Management System for Digital Signage
Date:	September 14, 2016
Prepared by:	June Fry, Client Advisor, ITS, Ext. 2539 Rosemarie Patano, Senior Construction Buyer, Ext. 2990

PURPOSE

To obtain approval to award the contract for the supply and installation for content management system for digital signage.

RECOMMENDATION

Recommended Supplier	Capital Networks Ltd. (Highest Ranked/ Lowest Priced Supplier)	
Current Budget Available	\$ 95,300.00	See Financial Considerations
Less Cost of award	\$ 94,856.55	Year 1 to Year 3 – Sept 2016 to Aug 2019*
	\$ 5,189.76	Year 4 – Sept 2019 to Aug 2020**
	\$ 5,189.76	Year 5 – Sept 2020 to Aug 2021**
	\$ 105,236.07	Total Cost of Award (Inclusive of HST)
Budget Remaining after this award	\$ 443.45	**

*Total Year 1 cost of the award includes:

- one-time software and licensing fee for the Audience foundation Suite, Audience billboard Gather Server Bundle, and Audience for Android Media Player Bundle
- installation, configuration, deployment, professional services, and training;
- three year warranty, maintenance and support fees

** These costs include software and hardware warranty, subscription, maintenance and on-going support fees. The budgets for 2017 to 2021 will be subject to Council approval.

***The remaining funds in the amount of (\$95,300.00 - \$94,856.55) \$443.45 will be returned to the original funding source.

Note: The costs for warranty, maintenance and on-going support fees starting Year 4 will be charged to ITS Computer Software account#400-400-5361.

BACKGROUND

The City of Markham is comprised of a number of distinct business units including Legislative Services (Clerks; Corporate Communications; Finance; Contact Centre and Sustainability), Recreation (Community Centre: aquatics, fitness centre's, tennis courts, ice pads, gymnasiums, fields), Culture (museum, art gallery and theatre), and Library. These business units are dispersed across a number of physical sites where city personnel interact with residents and other multiple stakeholders. Presently deployed at City sites is a varied and non-integrated combination of traditional signage (rear-lit static signs, bulletin boards, paper notices, etc.), electronic information boards (EIBs), LED street marquees, kiosks and mobile devices, acquired at different times, to communicate information to the stakeholders. The City wishes to harmonize and standardize onsite communication techniques in order to improve its effectiveness in presenting to, interacting with and gathering information from its patrons.

Thus in the fall of 2014 (via RFQ 168-Q-14), the City of Markham engaged IBI Group to undertake an important initiative to redefine the way it engages with their residents on-site; to evaluate the City's present customer engagement techniques and recommend possible enhancements to the legacy technologies and techniques. Building upon the IBI Group's recommendations for an integrated strategy, this RFP was issued to solicit bids for deploying an integrated content management system that focuses on enhancing the onsite experience for visitors to City-run facilities. Several City initiatives are also currently underway to redesign facilities and processes to improve interaction with its patrons and residents. These include Community Engagement and Enhancing Customer Experience initiatives. Among the positive outcomes for residents from these initiatives will be better and faster access to information and services, and an opportunity to deliver feedback. The deployment of integrated content management system is one sub-initiative that will contribute to improvements in customer experience and engagement.

The Content Management System for Digital Signage project will implement processes and technology, providing current and relevant information to our patrons. The scope of work for this project will consist (at a high level), of the following main objectives:

- To present to both static and interactive displays (50 end-points);
- To present on the hardware currently deployed (50 end-points);
- To present to one, many or all displays, based on the user permissions;
- To present on a phone, tablet, monitor or video wall without the need to create specific content for each format;
- To have way-finding and queuing functionality;
- To be able to push emergency broadcasting to some or all displays;
- To pull information from existing business applications in real time to display in a visually pleasing format, e.g. graphs, tables;
- To allow patrons to enter information into forms or surveys from an interactive display;
- To be able to integrate with a point of sale system;
- To schedule when content will be displayed. Some examples are: from date to date, every Monday, from 4:00-5:00pm Monday thru Friday etc.

Once completed, the new system will be flexible and fully scalable to accomplish expansion to incorporate new business workflows.

BID INFORMATION

Advertised	ETN
Bids closed on	June 16, 2016
Number picking up bid documents	14
Number responding to bid	3

PROPOSAL EVALUATION

The Evaluation Team for this RFP was comprised of Staff from Recreation, Culture Services, Library, Corporate Communications, and ITS, with Purchasing Staff acting as the facilitator.

Proposals were evaluated against the pre-established evaluation criteria as outlined in the RFP: 10 points for Relevant Experience and Qualification of the Bidder and Project Team; 10 points for Project Understanding, Methodology, Delivery and Management; 50 points for (meeting Business and Technical) Requirements for Content Management System for Digital Signage for the City of Markham; and 30 points for Pricing, totaling 100 points.

The results of the evaluation are outlined below:

Technical and Price Proposal

Suppliers	Score (out of 100)	Rank Results
Capital Networks Ltd.	92.68	1
Omnivex Corporation	71.96	2
Nanonation Inc.	68.52	3

Bid prices range from \$105,236.07 to \$168,545 inclusive of HST

Presentation

To ensure the highest ranked bidders understood the City's requirements and to further evaluate the bidders' bid submissions against the requirements of this RFP, Staff invited the three Bidders to a presentation as allowed for in the bid document.

Suppliers	Score (out of 10)	Rank Results
Capital Networks Ltd.	10.00	1
Omnivex Corporation	8.50	2
Nanonation Inc.	6.00	3

Overall scoring

Suppliers	Grand Total Score (out of 110)	Rank Results
Capital Networks Ltd.	102.68	1
Omnivex Corporation	80.46	2
Nanonation Inc.	74.52	3

Capital Networks Ltd. ("Capital Networks") was the lowest priced bidder and scored highest on the technical submission demonstrating a thorough understanding of the project and its requirements. Their proposal demonstrated to the City's satisfaction that they have the ability to undertake the project and possess a strong understanding of the project deliverables, key issues and challenges. Through the evaluation process, Capital Networks demonstrated they are well qualified and have successfully completed similar projects. The firm is supported by a skilled project team with a depth of experience and expertise as it specifically relates to static and interactive displays, wayfinding and queuing functionality, application development; content management system for digital signage technology experience; and their solid methodology to be taken with this project, resulting in an overall higher ranking.

Their fundamental focus on the digital media industry and experience in Digital Signage, Cable TV and Broadcast Industries and their experience working with Canadian municipalities to deliver solutions similar to the one the City is seeking, uniquely positions Capital Networks to support the City of Markham in our digital signage initiatives.

FINANCIAL CONSIDERATIONS

Account Name	Account #	Budget Available	Cost of Award	Budget Remaining
Customer Engagement Tech Implementation – Phase 1 of 2	049-5350-15101-005	\$50,900.00	\$50,900.00	\$ 0.00
Customer Engagement Tech Implementation – Phase 2 of 2	049-5350-16074-005	\$ 44,400.00	\$43,956.55	\$443.45
Total		\$ 95,300.00	\$94,856.55	\$443.45

The remaining funds in the amount of \$443.45 will be returned to the original funding source.

OPERATING BUDGET AND LIFECYCLE IMPACT

The costs for warranty, maintenance and on-going support fees totaling \$5,189.76 starting Year 4 (2019) will be charged to ITS Computer Software account#400-400-5361, and the 2019 Operating Budget will be adjusted accordingly. There is no lifecycle impact.

ENVIRONMENTAL CONSIDERATIONS

Not Applicable



STAFF AWARD REPORT

To:	Andy Taylor, Chief Administrative Officer
Re:	069-S-16 Adjuster & Claim Investigation Services
Date:	June 30, 2016
Prepared by:	Martha A. Pettit, Deputy Clerk, Ext. 8220 Fred Rich, Manager Strategy & Insurance Risk Management, Ext. 3733

PURPOSE

To obtain approval to maintain the services of Cunningham Lindsey, the City's current Insurance Adjuster, at the same itemized pricing until December 31, 2017 to align with the expiration of the City's insurance provider (Jardine Lloyd Thompson or JLT) contract.

RECOMMENDATION

Recommended Supplier	Cunningham Lindsey (Non-Competitive Procurement)	
Current Budget Available*	\$ 650,000.00	840-840-5571 Liability Deductible
Cost of award	\$ 101,750.00	2016 award (Inclusive of HST)
	\$ 101,750.00	2017 award (Inclusive of HST)*
	\$ 203,500.00	Total *
Budget Remaining after this award	\$ 548,250.00	Remaining balance utilized for Legal fees and claim settlements

*Award amount is based on a four (4) year annual average of spends.

Note: The award is based on a \$110/hour rate and is only utilized on an as-required basis.

Staff further recommends

THAT the tender process be waived in accordance with Purchasing By-law 2004-341, Section 7.1 (g) where it states that, *"it is in the City's best interest not to solicit a competitive bid."* And (h) *"Where it is necessary or in the best interests of the City to acquire Professional Services from a supplier who has a proven track record with the City in terms of pricing, quality and service."*

BACKGROUND

Cunningham Lindsey has served as the City of Markham's insurance adjuster since 1997 and has a proven track record in terms of quality and service with extensive knowledge of the City's operation and coverage requirements. In 2010, the City changed insurance providers from Frank Cowan to JLT and in doing so the process of claim investigation services was changed from Frank Cowan paying the adjuster to the City paying the adjuster directly. Since 2010, the City has paid Cunningham Lindsey directly through small dollar value Purchase Orders. However, the costs have increased over the years due to the severity and complexity of claims the City now receives. As such, staff recommends the issuance of a Blanket Purchase Order to Cunningham Lindsey to improve efficiencies (i.e., one Purchase Order in lieu of several small dollar value Purchase Orders).

OPTIONS/DISCUSSIONS

Staff is recommending that the City of Markham maintain the insurance adjuster services of Cunningham Lindsey until December 31, 2017 to align with the expiration of the City's insurance provider contract (JLT). As noted above, Cunningham Lindsey has been the City's Insurance Adjuster since 1997 and has maintained their hourly rate for investigation services at the same rate for the past five (5) years. Staff has compared the hourly rate of Cunningham Lindsey with that of Insurance Adjusters used in other Ontario municipalities and their rates are comparable to the current market range (i.e. \$100 to \$125/hr). Cunningham Lindsey has agreed to maintain their current hourly rate until December 31, 2017.

Extending the contract with Cunningham Lindsey will provide a continued high level of service at a fixed hourly rate of \$110/hr and negates the potential administrative costs that would be experienced with a new provider. As such, going to the market at this time would not be in the best interests of the City. JLT is supportive of the City maintaining Cunningham Lindsey as our insurance adjuster.

OPERATING BUDGET AND LIFECYCLE IMPACT

N/A

ENVIRONMENTAL CONSIDERATIONS

N/A



STAFF AWARD REPORT

To:	Barb Rabicki, Director, Operations
Re:	110-T-16 Supply and Install Fence (Backstop and Outfield Replacement)
Date:	October 28, 2016
Prepared by:	James Bingham, Park Supervisor, ext. 7997 Patti Malone, Senior Buyer, ext. 2239

PURPOSE

To obtain approval to award the contract for the supply and installation of backstop and outfield fences.

RECOMMENDATION

Recommended Supplier	Bramalea Fence Ltd. (Lowest Priced Supplier)	
Current Budget Available	\$100,000.00	059-6150-16166-005 Fence (Backstop and Outfield) Replacement
Less Cost of Award	\$ 85,905.79 <u>\$ 8,590.57</u> \$ 94,496.36	Award Including HST 10% contingency Including HST Total Award Including HST
Budget remaining after this award	\$ 5,503.64	*

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

BACKGROUND

This contract is for the replacement of baseball field backstop and outfield fence at the following locations:

- Milliken Mills Diamond #5 (one backstop and one outfield fence)
- Bayview Reservoir (one backstop and one outfield fence)

These fences are due for replacement based on life expectancy and condition assessment.

BID INFORMATION

Advertised	ETN
Bids closed on	October 27, 2016
Number picking up bid documents	6
Number responding to bid	2

* Purchasing contacted bidders that picked up the Bid document but did not submit a bid. Two bidders indicated that their work load did not enable them to meet the timelines of the bid.

PRICING SUMMARY (including HST Impact)

Suppliers	Total Price
Bramalea Fence Ltd.	\$85,905.79
DC Fence Contracting Inc.	\$87,004.80

OPERATING BUDGET AND LIFECYCLE IMPACT

There is no impact to the operating budget. The 2017 Life Cycle Reserve Study will be updated accordingly based on the award amounts outlined in this report.

ENVIRONMENTAL CONSIDERATIONS

The removed steel will be recycled thru a scrap metal recycling facility.

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

To:	Andy Taylor, Chief Administrative Officer
Re:	112-Q-16 Remove and Install Shade Structure – Milliken Mills Park
Date:	November 4, 2016
Prepared by:	Tanya Lewinberg, Public Realm Coordinator, ext. 2700 Patti Malone, Senior Buyer, ext. 2239

PURPOSE

To obtain approval to award the contract for removal and installation of a shade structure at Milliken Mills Park.

RECOMMENDATION

Recommended Supplier	Norfield Construction Inc. (Lowest Priced Supplier)	
Current Budget Available	\$ 82,500.00	059-5350-16168-005 Gazebo Replacement
Less cost of award	\$ 99,186.67	Inclusive of HST
	\$ 9,918.67	Contingency (10%)
	\$ 109,105.34	Total Award Including HST
Budget remaining after this award	(\$ 26,605.34)	*

* Shortfall in the amount of (\$26,605.34) to be funded from the same project (16168 Gazebo Replacement). Project 16168 has a remaining balance of \$72,400 (\$154,900 - \$82,500) as these remaining funds are allocated towards the replacement of the Hwy 48 and Steeles Ave gazebo, which is being deferred based on condition assessment. Staff recommend utilizing \$26,605.34 from project 16168 with the funding remaining in the amount of \$45,794.66 (\$72,400.00 - \$26,605.34) returned to original funding source.

BACKGROUND

The existing shade structure at Milliken Mills Park was installed in 1988 and is now in poor condition due to natural deterioration of the wooden roof frame and structure in general. The existing shade structure and concrete pad will be demolished and removed from the site for disposal. The existing shade structure is a 45ft octagon with footings and a concrete paving underneath. The new shade structure will be a 32ft octagon with an associated engineered structural concrete pad. The replacement shade structure is smaller than the existing shade structure to provide cost savings, as well as align with changing usage which does not require expansive space. The decision was made to replace the existing 45ft wood and metal shade structure with an all metal structure, which was expected to be more expensive than the inflation adjusted cost of replacing the existing structure.

The all-steel structure is keeping with our current parks construction standard which Urban Design employs with virtually every build.

BID INFORMATION

Advertised	ETN
Bids closed on	September 29, 2016
Number picking up bid documents	13
Number responding to bid	3

PRICING SUMMARY (including HST Impact)

Suppliers	Bid Price
Norfield Construction Inc.	\$99,186.67
P & C General Contracting Ltd.	\$123,943.68
Dontex Construction Ltd.	\$142,166.86

FINANCIAL CONSIDERATIONS

The current structure was projected to last 25 years and it is being replaced at 28 years. The new gazebo is expected to last 35 years and the next replacement will take place outside of the Life Cycle Reserve 25 year window, the increased cost of the gazebo will not affect the current Life Cycle reserve requirements. The new cost of this asset will be included in the life cycle study through the 2018 update.

OPERATING BUDGET AND LIFECYCLE IMPACT

Maintenance costs are minimal (Approximately \$150/year funded within Operations existing budget) as the all steel structures only require paint touch ups if they are tagged with graffiti. Additionally, the City will only have to apply a minor maintenance component (approximately \$3,000) like sandblasting and painting at the mid lifecycle point (15 -20 years) to mitigate the only real hazard, which is rust.

The Operations and Recreation Departments have reviewed the project and support the replacement as identified within the report.

ENVIRONMENTAL CONSIDERATIONS

The existing shade structure and concrete pad will be demolished and removed from the site. As part of disposal, the contractor will recycle the steel framing and concrete to the extent possible



STAFF AWARD REPORT

To:	Brenda Librecz, Commissioner, Community & Fire Services
Re:	115-T-16 Removal and Replacement of Waterplay Feature Base and Controller at Benjamin Marr Park
Date:	November 16, 2016
Prepared by:	Matthew Busato, Supervisor, Horticulture, ext. 4560 Patti Malone, Senior Buyer, ext. 2239

PURPOSE

To obtain approval to award the contract for the removal and replacement of the waterplay feature base and controller at Benjamin Marr Park.

RECOMMENDATION

Recommended Supplier	Pine Valley Corporation (Lowest Priced Supplier)	
Current Budget Available	\$ 258,200.00	059-6150-16177-005 Waterplay Replacement
Less Cost of Award	\$ 164,444.16	Award Including HST
	\$ 16,444.41	10% contingency Including HST
	\$ 180,888.57	Total Award Including HST
Budget Remaining After This Award	\$ 77,311.43	*

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

BACKGROUND

Benjamin Marr Park located at 28 Cornell Common Road, near 9th line and White's Hill Ave requires a replacement of the waterplay feature. The waterplay feature is located at the north-east corner of the park.

The existing Splash Pad is to be demolished including the surfacing, curb, equipment and associated pipes and wiring. A new complete turnkey Splash Pad feature is to be installed that will include water features, electrical, mechanical and servicing systems with connections to existing services, equipment, drainage, textured concrete surfacing, above-ground controller and cabinet.

BID INFORMATION

Advertised	ETN
Bids closed on	November 8, 2016
Number picking up bid documents	5
Number responding to bid	3

PRICING SUMMARY(Including HST impact)

Suppliers	Total Price
Pine Valley Corporation	\$164,444.16
Mopal Construction Ltd.	\$221,429.76
Dig-Con International Ltd.	\$254,400.00

OPERATING BUDGET AND LIFECYCLE IMPACT

There is no impact to the operating budget. The 2017 Life Cycle Reserve Study will be updated accordingly based on the award amounts outlined in this report.

ENVIRONMENTAL CONSIDERATIONS

The old concrete, associated pipes and wiring is to be reused and recycled to the extent possible.



STAFF AWARD REPORT

Page 1 of 2

To:	Brenda Librecz, Commissioner, Community & Fire Services
Re:	154-Q-16 Supply, Delivery and Installation of a Bulk Water Sales Station
Date:	November 11, 2016
Prepared by:	Eddy Wu, Manager, Operations & Maintenance Ext. 2445 Tony Casale, Senior Construction Buyer Ext. 3190

PURPOSE

To obtain approval to award the contract for the supply, delivery and installation of a bulk water sales station.

RECOMMENDATION

Recommended Supplier	Metcon Sales and Engineering Limited (Lowest Priced Supplier)	
Current Budget Available	\$ 79,240.00	053 5350 15286 005 Bulk Water Sales Station
Less cost of award	\$ 60,598.08	New bulk water station
	\$ 17,248.32	Provisional item *
	\$ 77,846.40	Sub Total
Budget remaining after this award	\$ 1,393.60	**

*The provisional item is to replace the transaction terminal at 555 Miller Avenue.

**The remaining funds will be returned to the original funding source.

BACKGROUND

There has been an increasing demand for the provision of an additional bulk water sales station, to be located at equally spaced locations throughout the city. With increasing demand in the east and north ends of the city with new development, it is appropriate to install a new bulk water sales station to meet this increasing demand. This may reduce water theft from our hydrants as well as reducing potential contamination in our distribution system.

This new bulk water sales station is to be installed at the North end of Ninth Line (north of Rouge Bank Drive). The expected life of the bulk water sales station is 20 years. However with the rapid change in technology, the life span of the transaction terminal of the bulk water sales station is 10 years. As a result, a provisional item is included in this tender, to seek opportunity to replace the transaction terminal at the existing bulk water sales station at 555 Miller Avenue. The technology of the existing transaction terminal has become obsolete, and the future support is also an issue as the owner of the supplier passed away several months ago. The new transaction terminal can reduce Operations staff time in account management and data acquisition, redirecting capacity towards other administrative requirements. It is also logical to standardize the procurement method for customers for both of our city owned bulk water sales stations.

The scope of work for this project is to:

- Supply, deliver and install a pre-fabricated, skid mounted bulk water sales station complete with all appurtenances in a heated weather-protective enclosure
- Replace the existing transaction terminal at the current bulk water sales station at 555 Miller Avenue
- Software for station operation, provision for data collection and transfer to City office desktop PC and/or server;
- Coordination with the site work contractor for all mechanical and electrical connections to the station inlet pipe and electrical equipment, and securing the station to the concrete pad respectively;
- Factory Acceptance Testing (FAT) prior to delivery of the station and Site Acceptance Testing (SAT) and Commissioning of the bulk water sales station; and
- On-site training for City staff on the operations and maintenance of the bulk water sales station.

BID INFORMATION

Advertised	ETN
Bids closed on	October 28, 2016
Number picking up bid documents	5
Number responding to bid	5

* One bidder was rejected as non-compliant as the bid included qualified / restrictive statements.

PRICE SUMMARY (including HST Impact)

Suppliers	Bid Price
Metcon Sales and Engineering Limited	\$ 60,598.08
Birksco	\$ 62,328.00
Summa Engineering Limited	\$ 67,471.97
Total Meter Services Inc.	\$108,493.46

OPERATING BUDGET AND LIFECYCLE IMPACT

The new bulk water station will be added to the Waterworks Reserve Study in 2018 and will be broken down to two (2) items: 1) Bulk Water Station – life expectancy of 20 years; and 2) Transaction Terminal – life expectancy of 10 years.

Operating Budget impacts will be determined in 2017. Expenses will include the monthly cost of account reconciliation. Revenues will be determined after we analyze any reduction in sales at the existing bulk water station on Rodick Road against the additional sales at the new station. The 2018 budget will be adjusted based on 2017 actual expenditures/revenues as part of the budget process.

ENVIRONMENTAL CONSIDERATIONS

Installing an additional bulk water station may reduce potential contamination in our distribution system.

**STAFF AWARD REPORT**

Page 1 of 2

To:	Phoebe Fu, Director Asset Management
Re:	158-T-16 Roof Replacement for Various Buildings at Markham Museum
Date:	November 9, 2016
Prepared by:	Michael Ryan, Facility Engineer, Ext. 2563 Flora Chan, Senior Buyer, Ext. 3189

PURPOSE

To obtain approval to award the contract for replacement of various cedar shingle roofs at the Markham Museum. The six (6) buildings include: the Bandstand, Harness Shop, Strickler Barn, Strickler House, Tractor Shed, and Maxwell House (Log Cabin).

RECOMMENDATION

Recommended Supplier	Trinity Roofing Ltd. (Lowest Priced Supplier)	
Current Budget Available	\$129,821.88	Roofing Replacement Projects (750-101-5399-16202)
Less cost of award	\$ 69,248.70 \$ 5,824.74 \$ 7,507.34 \$ 82,580.78	Cost of Award Optional Item* Contingency (10%) Total Award (Inclusive of HST)
Budget remaining after this award	\$ 47,241.10	**

*The tender included optional pricing to install mesh within the attic space to prevent animal entry and damage to the building roof. Based on the pricing received, Staff believe it is good value to include in the award. This work is to be completed at 4 of the 6 buildings, as the Harness Shop does not have attic space entry and the bandstand does not have attic space.

**Remaining budget of \$47,241.10 will be returned to the original funding source.

Note: The above costs for the highlighted roofs will be reflected in the next Lifecycle Reserve Study in Quarter 1 2017.

BACKGROUND

Various cedar shingled roofs are to be replaced at the Markham Museum to maintain the building structure and interior. Roof leaks at these facilities may disrupt building operations and reduce revenue generation from events hosted at the site.

Cedar shingle replacement work will start in November with an estimated completion timeline of Spring 2017, weather permitting. Work at the Harness shop is to be completed in Summer 2017 to allow for foundation wall repairs.

BID INFORMATION

Advertised	ETN
Bid closed on	October 25, 2016
Number picking up document	12
Number responding to bid	8

PRICE SUMMARY (including HST Impact)

Suppliers	Bid Price
Trinity Roofing Ltd.	\$ 69,248.70
Ultimate Construction Inc.	\$ 71,142.45
Atlas-Apex Roofing Inc.	\$ 77,436.31
Eileen Roofing Inc.	\$ 86,801.28
Sproule Specialty Roofing Ltd.	\$ 94,128.00
Applewood Roofing	\$ 113,635.39
Viana Roofing & Sheet Metal Ltd.	\$ 162,917.76
Nortex Roofing Ltd.	\$ 166,886.40

The project budget was provided by our consultant and based on a similar project completed recently. The higher end of the bids received are consistent with the cost estimates provided by the Consultant.

The recommended bidder, Trinity Roofing, has successfully completed a similar project for the City (Fire Station # 97) earlier this year along with other positive references and is an active member of the Ontario Industrial Roofing Contractors Association (OIRCA), which is a mandatory requirement for this project.

OPERATING BUDGET AND LIFECYCLE IMPACT

There is no impact to the operating budget. The 2017 Life Cycle Reserve Study will be updated accordingly based on the award amounts outlined in this report.

ENVIRONMENTAL CONSIDERATIONS

Where possible, all existing recyclable materials will be transported to an appropriate recycling facility.

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

To:	Andy Taylor, Chief Administrative Officer
Re:	190-T-16 Fire Safety System Inspection, Testing and Repairs
Date:	October 28, 2016
Prepared by:	Sameem Shah, Facility Asset Coordinator, ext 6190 Flora Chan, Senior Buyer, ext. 3189

PURPOSE

To obtain approval to award the contract for fire safety system inspection, testing and repairs for one (1) year with the option to renew for an additional four (4) years at the same itemized prices, terms, and conditions.

RECOMMENDATION

Recommended Supplier	MAF-BAR Conseil Ltee o/a York Fire Protection (Lowest Priced Supplier)	
Current Budget Available	\$ 15,647.30	Various *
Less cost of award	\$ 17,183.87	2016 (Nov – Dec) Inclusive of HST
	\$ 103,103.23	2017 Inclusive of HST**
	\$ 103,103.23	2018 Inclusive of HST**
	\$ 103,103.23	2019 Inclusive of HST**
	\$ 103,103.23	2020 Inclusive of HST**
	\$ 85,919.36	2021(Jan – Oct) Inclusive of HST**
	\$ 515,516.16	Total Award
Shortfall	(\$1,536.57)	***(\$15,647.30 - \$17,183.87)

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

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

*** The shortfall in the amount of (\$1,536.57) will be reported as part of the year-end operating variance and the 2017 operating budget will be amended accordingly through existing budget reallocation.

BACKGROUND

This is an operating contract and the work includes, but is not limited to, inspection, testing and repairs of all fire safety systems including wet and dry sprinkler systems, fire alarm systems, emergency lighting units, exit lights, fire extinguishers, commercial cooking fire suppression and exhaust systems, smoke alarms, and carbon monoxide detectors located at various sites throughout the City.

All testing and maintenance for all the various requested sections of this quotation are to be performed in accordance with the requirements listed in The Ontario Fire Code, O. Reg. 213/07 including all amendments, and any other applicable codes and standards. The most recent codes and/or standards applicable to the work are to be used.

BID INFORMATION

Advertised	ETN
Bids closed on	October 13, 2016
Number picking up bid documents	20
Number responding to bid	9

PRICE SUMMARY (including HST Impact)

Suppliers	Price*
MAF-BAR Conseil Ltee o/a York Fire Protection**	\$ 103,103.23
Advance Fire Control	\$ 160,475.52
Trinity Fire Protection Inc.	\$ 171,775.97
Insta Tech Services Inc.	\$ 182,707.03
Oynx Fire Protection Services	\$ 212,889.55
Classic Fire Protection Inc.	\$ 204,225.20
Control Fire Systems Ltd.	\$ 245,231.42
Harding Fire Protection Systems	\$ 232,758.70
Troy Life & Fie Safety Ltd.	\$ 255,244.61

*The pricing includes the following:

- Annual inspection of Fire Alarm Systems, Exit Lighting and Emergency Lighting, Fire Extinguisher (65 locations)
- Annual inspection of Wet & Dry Sprinkler Systems , Hose Cabinets & Fire Pumps (27 locations)
- Service calls
- Regular Working Hours (8:00 a.m. to 5:00 p.m. Monday to Friday) – 1,300 hours/year
- Non-Regular Working Hours (5:01 p.m. to 7:59 a.m. Monday to Friday) – 150 hours/year
- Weekends, Statutory Holidays – 40 hours/ year

Additionally, the City will receive monthly inspections at 32 of the 65 locations as these buildings are not staffed on a full-time basis. This provides increased safety for these buildings.

Also, the supplier will provide semi-annual kitchen hood extinguishing systems at 2 locations to meet the City's new insurance requirements.

**The recommended bidder, York Fire Protection, has successfully completed a similar project for the City of Vaughan along with other positive references. The recommended bidder and their sub-contractor are active members of the Canadian Automatic Sprinkler Association (CASA) and the Canadian Fire Alarm Association (CFAA), which are mandatory requirements for this contract.

FINANCIAL CONSIDERATIONS

In comparison to the 2012 contract, this contract is an increase of \$9,219.48, of which, \$7,537.39 of the increase is due to the net addition of 6 facilities and the additional requirement to servicing kitchen hood and stove extinguishing systems. The price has increased by \$1,682.09 for the same locations as included in the 2012 contract.

OPERATING BUDGET AND LIFECYCLE IMPACT

The 2017 operating budget will be amended accordingly through existing budget reallocation. There is no lifecycle impact.

ENVIRONMENTAL CONSIDERATIONS

There is no environmental impact with this award.



STAFF AWARD REPORT

To:	Brenda Librecz, Commissioner, Community & Fire Services
Re:	224-T-16 Supply and Delivery of Rav4 Hybrid (4 Units)
Date:	November 1, 2016
Prepared by:	Patti Malone, Senior Buyer, ext. 2239

PURPOSE

To obtain approval to award the contract for supply and delivery of Rav4 Hybrid (4 Units).

RECOMMENDATION

Recommended Supplier	Richmond Hill Autopark O/A Richmond Hill Toyota (Lowest Priced Supplier)	
Current Budget Available	\$ 131,615.33	See Financial Considerations
Less cost of award	\$ 130,216.78	Inclusive of HST
Budget remaining after this award	\$ 1,398.55	*

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

BACKGROUND

Tender was issued for the supply and delivery of four Rav4 hybrids replacing units in Waterworks and By-law Enforcement. The vehicles identified for replacement in this report were identified in the 2016 Corporate Fleet Replacement Program. Units in this award have had condition assessments completed by Fleet staff and meet the requirements of the Fleet Replacement Program.

Upon delivery of the new vehicles, the following units: 6098, 6137, 2185 and 2196 will be sold in accordance with Purchasing By-law 2004-341, Part V, Disposal of Personal Property and proceeds be posted to account 890 890 9305.

BID INFORMATION

Advertised	ETN
Bids closed on	October 20, 2016
Number picking up bid documents	6
Number responding to bid	6

PRICING SUMMARY (Including HST Impact)

Suppliers	Total Bid Price
Richmond Hill Autopark O/A Richmond Hill Toyota	\$ 130,260.78
Scarborough Toyota	\$ 133,922.06
Don Valley North Toyota	\$ 133,977.22
Performance Toyota	\$ 134,868.63
Brimell Toyota	\$ 135,332.66
Ken Shaw Motors	\$ 135,821.11

OPERATING BUDGET AND LIFECYCLE IMPACT

N/A

ENVIRONMENTAL CONSIDERATIONS

The Rav4 is a hybrid vehicle and is able to achieve cleaner emissions to gas engine vehicles.

FINANCIAL CONSIDERATION

Account Name	Account #	Original Budget	Budget Allocated to this Award	Committed for Markhamizing	Budget Available for this Award	Cost of Award	Budget Remaining
2016 Corporate Fleet Replacement Program - Non-Fire	057-6150-16182-005	1,048,989.00	65,805.00	698.00	65,107.00	65,108.39	- 1.39
2016 Waterworks Fleet Replacement Program	057-6150-16185-005	305,709.42	65,810.00	698.00	65,112.00	65,108.39	3.61
Totals:		1,354,698.42	131,615.00	1,396.00	130,219.00	130,216.78	2.22

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

To:	Andy Taylor, Chief Administrative Officer
Re:	226-Q-16 Supply and Delivery of Tractors (3 Units)
Date:	January 9, 2017
Prepared by:	Laurie Canning, Manager, Fleet & Supplies, Ext. 4896 Patti Malone, Senior Buyer, Ext. 2239

PURPOSE

To obtain approval to award the supply and delivery of three (3) tractors with cabs.

RECOMMENDATION

Recommended Supplier	Bob Mark New Holland (Lowest Priced Supplier)	
Current Budget Available	\$ 97,008.00	057-6150-16182-005 Fleet Replacement Nonfire
Less cost of award	\$ 110,664.00	Award Inclusive of HST
Shortfall	(\$ 13,656.00)	*

* The shortfall in the amount of (\$13,656) to be funded from budget allocated for the replacement of 5 zero turn mowers and 3 tandem axle trailers totalling \$78,900, which are no longer required due to termination of the Regional boulevard grass cutting arrangement. Balance remaining of \$65,244 (\$78,900 - \$13,656) will be returned to original funding source.

The budget shortfall is due to a specification change from 2-wheel drive to 4-wheel drive. The 2 wheel drive tractor with cab that Markham requires is no longer available based on its size and specifications, due to lack of demand and as such, the only option is to acquire 4-wheel drive models.

BACKGROUND

This tender was issued in accordance with the Purchasing By-law for the total of three (3) tractors with cabs for grounds maintenance for the Operations Department.

All units identified for replacement in this report have had condition assessments completed by Fleet staff and met the fleet replacement life cycle of 8 years as identified in the Corporate Fleet Policy for this unit type/class.

The replaced tractors (Units # 3442, 3446, and 3456) will be sold upon delivery of the new units in accordance with Purchasing By-law 2004-341, PART V Disposal of Personal Property and proceeds will be posted to account 890 890 9305 proceeds from the Sale of Other Fixed Assets.

BID INFORMATION

Advertised	ETN
Bid closed on	September 30, 2016
Number picking up document	8
Number responding to bid	8

PRICE SUMMARY (including HST Impact)

Suppliers	Qty	Unit Cost	Extend Price	Type
Bob Mark New Holland	3	\$36,888.00	\$110,664.00	Mahindra 2555 Cab Shuttle
Chas Richards & Sons Ltd.	3	\$40,093.44	\$120,280.32	Case 1H, Farmall 50B CVT
Reis Equipment Center	3	\$40,500.48	\$121,501.44	Mahindra 2555 HST Cab
Todd Equipment Ltd.	3	\$41,211.03	\$123,633.09	Massey Ferguson 1759
W.J. Lambert & Sons Ltd.	3	\$42,433.92	\$127,301.76	Massey Ferguson 1754
Hutchinson Farm Supply Inc.	3	\$48,844.80	\$146,534.40	John Deere 4052R
B.E. Larkin Equipment Ltd.	3	\$49,272.19	\$147,816.58	Kubota L5460 HST CC

Note: One bid was disqualified for not meeting specifications: it did not include a factory installed all weather cab and the hydraulic control valve called for a three spool valve system provision. The manufacturer of this bid only had one spool, negatively affecting the ability of the equipment to utilize many implements that this tractor would be required to operate. The three attachments are hydraulic driven implements, lift cylinder, centre link, and a drive motor.

OPTIONS/DISCUSSIONS

In August, the City issued a tender for the same tractors; however, the tender identified a 2-wheel drive type of tractor. The tender closed with the low bidder being \$131,071.97. After review, staff determined the best option was to cancel the tender and re-issue under this tender (226-T-16) allowing suppliers to provide a 4-wheel drive alternative tractor. By re-issuing and allowing the 4-wheel drive tractor, the City is able to reduce the award of this contract to \$110,664.00 (a reduction of \$20,407.97).

OPERATING BUDGET AND LIFECYCLE IMPACT

There is no impact to the operating budget. The 2017 Life Cycle Reserve Study will be updated accordingly based on the award amounts outlined in this report.

ENVIRONMENTAL CONSIDERATIONS

The tractors being purchased meet the Tier 4 standard which reduces emissions through use of advanced control systems.



STAFF AWARD REPORT

To:	Brenda Librecz, Commissioner, Community & Fire Services
Re:	236-T-16 Erosion Restoration at 85-95 Steelcase Road East
Date:	November 11, 2016
Prepared by:	Alan Manlucu, Project Engineer, Ext. 2374 Flora Chan, Senior Buyer, Ext. 3189

PURPOSE

To obtain approval to award the contract for Erosion Restoration at 85-95 Steelcase Road East.

RECOMMENDATION

Recommended Supplier	Pine Valley Corporation (Lowest Priced Supplier)	
Current Budget Available	\$ 472,102.29	Erosion Restoration at 85 Steelcase Road (Const) 750-101-5399-16214
Less: Cost of Award	\$ 237,801.93	Award
	\$ 23,780.19	Cost of Award Contingency (10%)
	\$ 261,582.12	Total Award (inclusive of HST Impact)
Budget remaining after this award	\$ 210,520.17	*

The remaining balance of \$210,520.17 will be returned to the original funding source.

BACKGROUND

An existing slope adjacent to Cummer Creek located at 85-95 Steelcase Road East has eroded, preventing the private landowner from using their roadway. The eroded slope requires restoration as it poses a risk to private property and the adjacent building. This site qualifies for City funding under Category 'A' as per Council Resolution dated Feb, 2007 (i.e. Erosion problems within private property which are the results of altered flow regimes due to upstream development).

PROJECT SCHEDULE

The project will commence by end of November 2016 and is anticipated to be completed by February 2017.

BID INFORMATION

Advertised	ETN
Bids closed on	October 20, 2016
Number picking up bid documents	15
Number of Suppliers responding to bid	7

PRICE SUMMARY (including HST Impact)

Suppliers	Bid Price
Pine Valley Corporation	\$ 237,801.93
Seawaves Development Services	\$ 260,022.24
R&M Construction	\$ 269,212.13
Esposito Bros.	\$ 279,888.09
Hawkins Contracting Services	\$ 345,651.86
Dagmar Construction	\$ 427,005.29
Dynex Construction	\$ 428,445.22

OPERATING BUDGET AND LIFECYCLE IMPACT

There is no operating budget impact. The 2016 Life Cycle Reserve includes \$13.9M of funding over a 25 year lifespan to address erosion restoration (75 sites) up to 2041.

ENVIRONMENTAL CONSIDERATIONS

Erosion restoration reduces downstream sedimentation and improves water quality and fish habitat while contributing to a sustainable, healthy ecosystem that is in line with the City's Green print initiative.

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

To:	Brenda Librecz, Commission, Community & Fire Service
Re:	245-T-16 Supply and Delivery of Benches and Waste Receptacles
Date:	October 28, 2016
Prepared by:	Matthew Busato, Supervisor, Horticulture, ext. 4560 Patti Malone, Senior Buyer, ext. 2239

PURPOSE

To obtain approval to award the contract for supply and delivery of benches and waste receptacles for three (3) years at the same itemized pricing.

RECOMMENDATION

Recommended Supplier	Paris Site Furnishings & Outdoor Fitness, A Division of JGW Machine Limited (Lowest Priced Supplier)	
Current Budget Available	\$ 36,525.00	059-6150-16162-005 City Park Furniture/Amenities
Less Cost of Award	\$ 21,216.96	2016 Benches Inclusive of HST
	<u>\$ 9,845.28</u>	2016 Waste Receptacles Inclusive of HST
	\$ 31,062.24	2016 Total
	\$ 28,289.28	2017 Benches Inclusive of HST
	<u>\$ 16,408.80</u>	2017 Waste Receptacles Inclusive of HST
	\$ 44,698.08	2017 Total*
	\$ 28,289.28	2018 Benches Inclusive of HST
	<u>\$ 16,408.80</u>	2018 Waste Receptacles Inclusive of HST
	\$ 44,698.08	2018 Total*
	\$120,458.40	Total Award Including HST
Budget Remaining After This Award	\$ 5,462.76	**

*Staff be authorized to amend the award amount in 2017 and 2018 to reflect changes to the capital budget accounts based upon volume changes, subject to Council approval of the 2017/2018 budgets.

** The remaining balance in the amount of \$5,462.76 will be returned to original funding source.

BACKGROUND

Operations have come up with a standard bench and waste receptacle for replacement within City parks. The new benches and waste receptacles are a replacement to the current plastic or wooden style.

BID INFORMATION

Advertised	ETN
Bids closed on	October 27, 2016
Number picking up bid documents	9
Number responding to bid	28

PRICING SUMMARY (Including HST impact)

Suppliers	Benches Price*	Waste Receptacle Price **	Total Price
Paris Site Furnishings & Outdoor Fitness, A Division of JGW Machine Limited	\$77,795.52	\$42,662.88	\$120,458.40
Henderson Recreation Equipment Ltd.	\$84,287.81	\$43,092.82	\$127,380.63
Canaan Site Furnishings	\$94,513.57	\$45,514.55	\$140,028.12
Wayne Tucker Sales Ltd. o/a Displays Wayne Tucker	\$102,981.12	\$52,584.48	\$155,565.60
inTact Lighting Group Inc.	No Bid	\$49,429.92	
Maglin Site Furniture Inc.	\$103,235.52	\$67,441.44	\$170,676.96
A.B.C. Recreation Ltd.	\$110,714.88	\$44,469.12	\$155,184.00
1026248 Ontario Limited o/a Toronto Fabricating & Mfg. Co.	\$111,376.32	\$52,584.48	\$163,960.80
Secural Datashred Inc.	\$144,967.30	\$64,741.85	\$209,709.15

* 2016 – qty of 30, 2017 and 2018 – qty of 40

**2016-qty of 15, 2017 and 2018 - qty of 25

OPERATING BUDGET AND LIFECYCLE IMPACT

There is no impact to the operating budget. The 2017 Life Cycle Reserve Study will be updated accordingly based on the award amounts outlined in this report.

ENVIRONMENTAL CONSIDERATIONS

If the replaced benches are metal or plastic they are recycled. Metal in most cases can be repainted which gives a longer life cycle. The design on this bench has strong connections where as some of the older styles had separate legs and arms that became loose and unfixable. In some cases the replaced benches will be refurbished for other facilities.



STAFF AWARD REPORT

Page 1 of 3

To:	Andy Taylor, Chief Administrative Officer
Re:	249-R-13 Consulting Engineering Services to Conduct Landfill Monitoring Program - Contract Extension
Date:	December 12, 2016
Prepared by:	Robert Penner, Supervisor, ext. 4550 Flora Chan, Senior Buyer, ext. 3189

PURPOSE

To obtain approval for the following:

Award #1: Extension of Contract 249-R-13 "Consulting Engineering Services to conduct Landfill Monitoring Program for an additional three (3) years for the period 2017-2019 at a 29.6% reduction in costs compared to 2016.

Award #2: Award the 2019 Design & Preparation of Tender documents for Western and Northern Header Upgrades and contract administration subject to the outcome of the headers condition inspection and pressure levels measurements in 2017 and 2018.

RECOMMENDATION (Award #1)

Recommended Supplier	AMEC Foster Wheeler Environment & Infrastructure (Non-Competitive Procurement)	
Current Budget Available	\$ 311,400.00	
Less Cost of Award	\$ 56,846.19 \$ 9,683.48 <u>\$ 6,652.97</u> \$ 73,182.64 \$ 56,814.64 \$ 9,776.08 <u>\$ 6,659.07</u> \$ 73,249.79 \$ 57,806.80 \$ 9,848.33 <u>\$ 6,765.51</u> \$ 74,420.64 \$ 220,853.07	2017 Monitoring Program* 2017 Soil Vapour Monitoring (Provisional Item)** 2017 Contingency (10%) 2017 Total Award 2018 Monitoring Program* 2018 Soil Vapour Monitoring (Provisional Item)** 2018 Contingency (10%) 2018 Total Award 2019 Monitoring Program* 2019 Soil Vapour Monitoring (Provisional Item)** 2019 Contingency (10%) 2018 Total Award Total award (2017-2019)
Budget Remaining after this award	\$ 90,546.93	***

*The award will be subject to Council approval of the 2017 Capital budget. The Capital project # 17204 is for 3 years of monitoring (2017-2019).

**The provisional item for soil vapour monitoring will only be used if required and work will be authorized only if related parameters reach minimum threshold for further analysis of soil vapour concentrations. Any remaining funds in each year will be returned to the original funding source.

*** The remaining budget will be used to fund Award #2 below.

RECOMMENDATION (Award #2)

Recommended Supplier	AMEC Foster Wheeler Environment & Infrastructure (Non-Competitive Procurement)	
Original Budget and Account #	\$ 311,400.00	750-101-5699-17204 German Mills Meadow & Natural Habitat - Management
Current Budget Available	\$ 90,546.93	*
Less Cost of Award	\$ 48,140.62	2019 Design & Preparation of Tender documents for Western and Northern Header Upgrades **
	\$ 27,441.62	2019 Contract Administration for Western & Northern Header Upgrades **
	\$ 7,558.22	Contingency (10%)
	\$ 83,140.46	Total award
Budget Remaining after this award	\$ 7,406.47	***

*The award will be subject to Council approval of the 2017 Capital budget.

**Western / Northern Header upgrades are included as provisional items for Year 2019. Purchase Order and award will be dependent on the outcome of the headers condition inspection and pressure levels measurements in 2017 and 2018. If this work is not required, the \$83,140.46 will be returned to the original funding source in 2019.

***The remaining balance of \$7,406.45 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 (1) (c) when the extension of an existing contract would prove more cost-effective or beneficial;

BACKGROUND

The Former Sabiston Landfill Site located at Settlers Park in Markham includes a gas collection system, a gas monitoring and environmental monitoring networks. These systems need to be managed, measurements are required to be taken and condition inspections need to be performed on a regular basis. The work includes making recommendation from results of monitoring, ensuring compliance with all agency regulations/certificate of authorizations, coordinating with external agencies, supporting the City staff in documenting findings and future actions.

Award #1: Extension of Contract 249-R-13 “Consulting Engineering Services To Conduct Landfill Monitoring Program

The City may negotiate contracts outside the competitive contracting process, when negotiations can reasonably be expected to lead to price savings and/or operation efficiencies for the City, which could not be reasonably expected as achievable through competitive bidding process.

Prior to entering into these negotiations, staff considers whether the same Supplier has been awarded the contract through a competitive process. Since 2010, AMEC Foster Wheeler Environment & Infrastructure (AMEC) has provided consulting services for the landfill monitoring program and in 2013 they were awarded the contract through a competitive bidding process.

In lieu of going back to the market, Staff recommends extending the current contract with AMEC for three years (2017-2019) for the following reasons:

Price: Staff has negotiated a reduction in monitoring cost by 29.6% compared to the 2016 pricing. The rates will be maintained until 2019.

Quality Services: AMEC has a proven track record for quality service over the past 6 years.

Additionally, there would be a learning curve for a new consultant to undertake this work as they would have to learn the system and how it works. AMEC have a strong understanding of the gas and environmental monitoring networks which allows for minimal supervision and oversight from internal staff.

Award #2: Award the 2019 Design & Preparation of Tender Documents For Western And Northern Header Upgrades

This award is dependent on the outcome of the headers condition inspection and pressure levels measurements in 2017 and 2018. Staff will only authorize the Works for design and preparation of tender documents and contract administration if this work is required.

Price: AMEC have provided a price to provide this work in 2019 at today's (2016) rates. These rates are consistent with industry standards and will not be subject to any increase over the next three (3) years. Therefore, Staff are locking in this price today in case this work is required in 2019.

Quality Services: AMEC has a proven track record for quality service.

Synergies: With AMEC providing the consulting services for the landfill monitoring program and their knowledge of the system it will be a seamless transition to undertake the design and preparation of tender documents (if required).

OPERATING BUDGET AND LIFECYCLE RESERVE IMPACT

The 2016 Life Cycle Reserve Study includes \$3.6M for monitoring program over a 25 year period up to 2041.

ENVIRONMENTAL CONSIDERATIONS

The Consultant will provide services to ensure continuous maintenance and compliance of the closed Former Sabiston Landfill to the requirements of Ministry of the Environment. This will ensure appropriate protection is provided to abutting properties and German Mills Creek.

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

To:	Andy Taylor, Chief Administrative Officer
Re:	111-T-16 Floodlights, Pole Replacement
Date:	December 8, 2016
Prepared by:	James Bingham, Supervisor, Parks West, ext. 7997 Patti Malone, Senior Buyer, ext. 2239

PURPOSE

To obtain approval to award the contract for the supply and replacement of floodlights and poles at Milliken Mills Park Baseball #1 and Mintleaf Park Softball Field.

RECOMMENDATION

Recommended Supplier	Wayne Electric Co. Limited (Lowest Priced Supplier)	
Current Budget Available	\$269,664.00	059-6150-16167-005 Floodlights, Poles & Cross Arms Replacement Budget allocated for this award
Less cost of award	\$293,068.80	Total Cost of Award (Inclusive of HST impact)
Budget Remaining after this award	(\$23,404.80)	*

*Shortfall in the amount of (\$23,404.80) will be funded from the Non-DC Capital Contingency account, which has a current balance of (\$170,670) and will be topped up to \$250,000 through the December 12, 2016 General Committee report "Status of Capital Projects as of September 30, 2016".

BACKGROUND

The project includes the removal and disposal of existing poles and floodlights at Milliken Mills Park baseball #1 and Mintleaf Park softball field with the installation of new poles, cross arms and floodlights at these locations. The replacement of floodlights and poles coincide with the replacement of the electrical cable for improved illumination, safety and efficiency.

The work is to be completed by December 31, 2017.

BID INFORMATION

Advertised	ETN
Bids closed on	October 11, 2016
Number picking up bid documents	16
Number responding to bid	7

PRICE SUMMARY

Suppliers	Price inclusive of HST
Wayne Electric Co. Limited	\$297,139.20
Montana Electrical Contractors Ltd.	\$300,192.00
Kudlak-Baird (1982) Limited	\$342,524.16
Black & McDonald Limited	\$368,311.57
Guild Electric Limited	\$375,189.12
Cobra Power Inc.	\$382,617.60

*One bid submission was withdrawn due to a mathematical error.

* Wayne Electric Co. Limited's original bid price for this contract was \$297,139.20 (inclusive of HST) 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 Supplier...in the event that the Bid prices submitted by the Suppliers exceed the City's budget..." Due to this budget shortfall, Staff negotiated savings of \$4,070.40.

OPERATING BUDGET AND LIFECYCLE RESERVE IMPACT

There is no impact to the operating budget. The 2017 Life Cycle Reserve Study will be updated accordingly based on the award amounts outlined in this report.

ENVIRONMENTAL CONSIDERATIONS

Concrete poles identified for removal will be recycled at an approved recycling facility.

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

To:	Andy Taylor, Chief Administrative Officer
Re:	188-T-16 Rehabilitation of Street-lighting System (2016)
Date:	November 22, 2016
Prepared by:	Prathapan Kumar, Senior Manager, ROW Assets, Ext. 2989 Flora Chan, Senior Buyer, Ext. 3189

PURPOSE

To obtain approval to award the contract for the rehabilitation of the existing street-lighting systems and to install new streetlights.

RECOMMENDATION

Recommended Supplier	ALine Utility Limited (Lowest Priced Supplier)	
Current Budget Available	\$ 343,365.59	058-5350-16222-005 Street-lighting - Miscellaneous 058- 6150-16223-005 Streetlights - Pole Replacement
Less cost of award	\$ 242,676.23 \$ 24,267.62 \$ 266,943.85	Cost of Award (Incl. of 1.76%) Contingency @ 10.0% Total Cost of Award (incl. of HST)
Budget Remaining after this award	\$ 76,421.74	*

*The budget shortfall of (\$7,333.46) in project #16222 will be funded from the non-DC Capital Contingency and the favourable variance of \$83,755.20 in project #16223 will be returned to the original funding source.

BACKGROUND

This award consists of two components:

1. Streetlighting Upgrades

Streetlight upgrades are implemented to improve lighting levels in older areas to improve safety. This program is to install new streetlights and/or upgrade existing streetlights to meet the minimum lighting level requirements.

Under this category, the following works will be completed:

- supply and installation of 21 new streetlight poles with LED luminaries and
- installation of 8 LED luminaries on PowerStream poles to improve the lighting levels at various locations.

2. Streetlight Pole Replacement and Rehabilitation

Under this category, the following works will be completed:

- Straightening and relocation of poles
- Replacement of 38 existing poles (including pole and installation)

Note: The tender originally included 28 poles; however, upon recent site inspection after the tender was released, Staff identified an additional 10 poles that require replacement. The revised price reflects the additional 10 poles.

It is expected that construction will commence in January 2017 and be completed by July 2017.

BID INFORMATION

Advertised	ETN
Bid closed on	October 18, 2016
Number picking up document	14
Number responding to bid	7*

* Upon bid closing, one supplier informed the City of their misinterpretation of the Bid document and miscalculation of Bid Price where required underground cabling was omitted. Supplier requested to withdraw from the bid process.

PRICE SUMMARY (with HST Impact)

Suppliers	Original Bid Price	Revised Bid Price
Aline Utility Limited	\$ 214,539.59	\$ 242,676.23
E.C. Power & Lighting Limited	\$ 310,986.19	\$ 341,845.93
Dundas Power Line Ltd.	\$ 319,948.70	\$ 357,956.06
TM3 Inc	\$ 338,577.91	\$ 379,231.03
Guild Electric Limited	\$ 343,948.80	\$ 379,177.70
Beacon Utility Contractors Limited	\$ 450,843.84	\$ 482,024.94

FINANCIAL CONSIDERATIONS

The following table summarizes the financial details of this award:

Account Name	Account #	Original Budget	Budget Available for this item	Cost of this Award	Contingency 10%	Budget Remaining
Streetlighting - Miscellaneous	058-5350-16222-005	152,600.00	151,074.00	144,006.78	14,400.68	(7,333.46)
Streetlights - Pole Replacement	058-6150-16223-005	211,800.00	192,291.59	98,669.45	9,866.94	83,755.20
Total		364,400.00	343,365.59	242,676.23	24,267.62	76,421.74

* The budget shortfall of (\$7,333.46) in project #16222 will be funded from the non-DC Capital Contingency and the favourable variance of \$83,755.20 in project #16223 will be returned to the original funding source.

In project #16222, "Streetlighting – Miscellaneous" 22 new streetlights (including pole and luminary) were budgeted for to address dark spots on municipal roads. Based on needs assessment 29 new streetlights are required. However, of the 29 new streetlights require, 8 new lights will utilize existing PowerStream poles. Therefore, 29 new luminaries and 21 new poles are required.

In project #16223, "Streetlights – Pole Replacement" 50 poles were budgeted for replacement (including pole and installation). This award is for the installation of 38 poles, however the City will supply 5 surplus poles from its current inventory and purchase further 19 poles directly from pole manufacturer (Stresscrete). Total award to ALine is for pole installation of 38 poles and supply of 14 replacement poles.

OPERATING BUDGET AND LIFECYCLE RESERVE IMPACT

Streetlights have a lifecycle of 60 years and will have no immediate impact to the Lifecycle Reserve Study in the next 25 years.

ENVIRONMENTAL CONSIDERATIONS

Concrete poles identified for removal will be recycled at an approved recycling facility. Additionally, the new lights will be upgraded to LED lighting which are more energy efficient and consume less power.



STAFF AWARD REPORT

Page 1 of 2

To:	Andy Taylor, Chief Administrative Officer
Re:	198-T-16 Construction of New Fuel Facilities at Operations Yards
Date:	December 16, 2016
Prepared by:	Steve Walo, Project Manager, ext. 2567 Flora Chan, Senior Buyer, ext. 3189

PURPOSE

To obtain approval to award the contract for the following:

1. Works Yard (555 Miller Road)
 - a. Decommissioning, removal of fuel facility and installation of a new above ground portable fuel facility
2. Central Parks Shop (4415 14th Avenue)
 - a. Decommissioning, removal of fuel facility and installation of a new above ground portable fuel facility
3. West Parks Shop (428 John Street, Thornhill)
 - a. Decommissioning and removal of the fuel facility (CLOSED)
4. East Parks Shop (6 Princess Street)
 - a. Decommissioning and removal of the fuel facility (CLOSED)
5. Milne Park (8265 McCowan Road)
 - a. Decommissioning and removal of the fuel facility (CLOSED)

RECOMMENDATION

Recommended Supplier	Western Oil Services (Lowest Priced Supplier)	
Current Budget Available	\$ 1,501,900.00	056-6150-15261-005 Fuel Facilities Improvements
Less cost of award	\$ 892,435.20	Construction*
	\$ 129,744.00	Provisional Item
	\$ 102,217.90	Contingency
	\$ 1,124,397.10	Total Award (Inclusive of HST)
Budget remaining after this award	\$ 377,502.90	**

*The recommended award amount includes the following cash allowances:

1. \$152,640.00 cash allowance for third-party inspection, testing and soil remediation.
2. \$12,211.20 cash allowance for an theft control system to work with the tank gauge system

These costs will be required, however they cannot be specified with adequate detail to permit accurate pricing by the Contractor at the time of bidding.

**The remaining funds will be returned to the original funding source.

As per Purchasing By-law Part III, Contract Award Authority, Section 5 c Tender Award Process – Election Year and/or Recess Periods (i): “Council Recess Periods During any period of more than 21 days in which there is no scheduled Council meeting, the Chief Administrative Officer and Treasurer shall have the authority to award contracts that cannot, in the opinion of the Chief Administrative Officer, be delayed until the next regular meetings of the General Committee and Council.

Staff recommends awarding this time-sensitive project as soon as possible in order to meet TSSA compliance requirements and meet the long lead-time of fuel tanks.

BACKGROUND

The City currently has 5 fuel sites supplying Bio Diesel and Unleaded Gasoline to the City Fleet. These existing fuel sites require retrofit and improvements to achieve code compliance with Federal and Provincial regulations.

The City will decommission and remove the following fuel facilities:

- Works Yard (555 Miller Road)
- Central Parks Shop (14th Avenue)
- West Parks Shop (428 John Street, Thornhill)
- East Parks Shop (6 Princess Street)
- Milne Park (8265 McCowan Road)

The City will install new above ground portable fuel facilities at the following facilities:

- Works Yard (555 Miller Road)
- Central Parks Shop (4415 14th Avenue)

Installing portable fuel facilities reduces cost and provides flexibility for potential relocation. Additionally, due to low fuel usage at West Parks Shop, East Parks Shop and Milne Park sites, fuel facility replacements at these locations are not recommended.

The project is expected to be completed by November 30, 2017.

BID INFORMATION

Advertised	ETN
Bids closed on	December 13, 2016
Number picking up bid documents	11
Number responding to bid	6*

*One bid was disqualified due to inability to meet mandatory bid bond requirement.

PRICE SUMMARY (Inclusive of HST)

Suppliers	Bid Price	Provisional Items*	Total
Western Oil Services	\$ 892,435.00	\$ 129,744.00	\$ 1,022,179.00
Facility Maintenance & Const.	\$ 1,023,705.60	Did not price	\$ 1,023,705.60
Con Pro Industries Canada	\$ 1,077,379.93	\$ 111,718.23	\$ 1,189,098.16
Cannington Const.	\$ 1,086,440.64	\$ 100,742.40	\$ 1,187,183.04
Robert Somerville Const.	\$ 1,356,630.74	\$ 126,289.25	\$ 1,482,919.99
Dontex Construction	\$ 1,628,160.00	\$ 145,822.08	\$ 1,773,982.08

*Provisional items include yard drainage at the Works Yard and Central Parks Shop, awarding these provisional items are recommended as per Technical Standards and Safety Authority (TSSA)'s Liquid Fuels Handling Code.

OPERATING BUDGET AND LIFECYCLE IMPACT

The lifecycle impact for the two above ground portable fuel facilities over 25 years is \$1.124M with useful life of 25 years. The 2017 Lifecycle Reserve Study update will be adjusted accordingly.

The three facilities not being replaced (West Park Shop, East Park Shop, Milne Park) were removed from the Lifecycle Reserve Study in 2016.

The decommissioning of five facilities and the installation of two new above ground portable facilities will have no Operating budget impact.

ENVIRONMENTAL CONSIDERATIONS

The removal of the underground (buried) fuel tanks will be supervised by a Third Party Environmental Consultant, on behalf of City of Markham. The removal of underground (buried) fuel tanks and contents will comply with the Ontario Environmental Protection Act.



STAFF AWARD REPORT

Page 1 of 2

To:	Andy Taylor, Chief Administrative Officer
Re:	234-T-16 Markham Public Library Courier Service
Date:	November 15, 2016
Prepared by:	Larry Pogue, Director, Administration & Operational Support Ext. 5986 Tony Casale, Senior Construction Buyer Ext. 3190

PURPOSE

To obtain approval to award the contract for the Markham Public Library inter-branch courier service for one year with an option to extend the contract for two additional years.

RECOMMENDATION

Recommended Supplier	Jim Clifford Moving Services Inc (Lowest Priced Supplier)	
Current Budget Available	\$ 62,237.00	998 200 5111 (Courier/Delivery)
Less cost of award	\$ 68,707.33	2017 (Jan - Dec) Inclusive of HST *
	\$ 83,138.43	2018 (Jan - Dec) Inclusive of HST *
	<u>\$ 83,930.22</u>	2019 (Jan - Dec) Inclusive of HST *
	\$ 235,775.98	Total Cost of Award
2010 Budget Remaining after this award	(\$ 6,470.33)	**

* The 2017-2019 awards are subject to Council approval of the operating budgets. The 2018 and 2019 award amounts include South East Community Library.

**The shortfall is primarily driven by a cost increase of 15% compared to the previous 2013 contract. Although the 2017 budget had a 5% cost escalation allowance, it is still short by 10% and will be absorbed in 2017. Changes to the 2018 and 2019 budgets based on award amount will be requested for consideration through the budget process.

BACKGROUND

With over 5.7 million circulations in 2015, the Markham Public Library is the 6th highest circulating public library in the Province of Ontario, after the following municipalities: Toronto, Ottawa, Mississauga, Hamilton, and Brampton. The inter-branch courier service includes the pick-up and delivery of boxed items consisting primarily of books, CDs, and other collection items for seven (7) locations with the addition of the South East Community Centre and Library in 2018. The locations are as follows:

- Angus Glen Library
- Cornell Library
- Markham Village Library
- Milliken Mills Library
- Thornhill Community Library
- Thornhill Village Library
- Unionville Library
- South East Community Library (added in 2018)

BID INFORMATION

Advertised	ETN
Bids closed on	October 25, 2016
Number picking up bid documents	16
Number responding to bid	5*

* One bidder was disqualified as they did not meet the mandatory requirement specified in the Bid document.

PRICE SUMMARY

Suppliers	Bid Price 2017-2019 (Incl. of HST)
Jim Clifford Moving Service	\$235,775.98
Speedia Express Inc.	\$291,814.61
1175648 Ontario Ltd DBA Adco Logistics	\$333,319.97
Trailermaster Freight Carriers Limited	\$415,053.60

A reliable inter-branch courier service is crucial to ongoing Library operations as large volumes of library materials are shuttled by courier between the seven Markham Public Library branch locations on a daily basis. This transit of materials is required to satisfy customer holds and to return materials to their home branch when they have been dropped off elsewhere. Markham Library customers tend to make use of several branches, resulting in significant volumes of materials being returned to their non-home branches. In 2018, the South East Community Centre will be added to the courier contract and pricing in 2018/2019 reflects the cost for the additional location.

Jim Clifford Moving Services Inc. has been providing courier services since 2010. They have provided a satisfactory level of service for the Markham Public Library and staff is confident that they will continue to meet the expectations of the Library.

OPERATING BUDGET AND LIFECYCLE IMPACT

Although the 2017 budget included a 5% cost escalation allowance, it is still short by 10% and the shortfall will be absorbed and mitigated within the overall 2017 Library operating budget. Changes to the 2018 and 2019 budgets based on award amount will be requested for consideration through the budget process. There is no lifecycle impact.

ENVIRONMENTAL CONSIDERATIONS

N/A



STAFF AWARD REPORT

To:	Phoebe Fu, Director of Asset Management
Re:	250-Q-16 Security System Upgrades at Fire Stations #92 and #94
Date:	November 22, 2016
Prepared by:	Amaris Liu, Facility Asset Coordinator, Ext. 3526 Flora Chan, Senior Buyer, Ext. 3189

PURPOSE

To obtain approval to award the contract for Security System Upgrades at Fire Stations #92 and #94.

RECOMMENDATION

Recommended Supplier	Altel Integration Systems (Lowest Priced Supplier)	
Current Budget Available	\$ 85,260.00	750-101-5399-16192 (Corporate Security and Systems Upgrades)
Less cost of award	\$ 75,546.00 \$ 7,544.60	Cost of Award (Inclusive of HST Impact) 10% Contingency
	\$ 83,100.60	Total Award
Budget Remaining after this award	\$ 2,159.40	*

*The remaining budget of \$2,159.40 will be returned to the original funding source.

BACKGROUND

As part of the City's Corporate Security Operations and System Upgrades initiative, a program has been developed to install and implement CCTV and electronic access control systems at all Fire Stations, where such systems are not available. The second phase of this program is to install CCTV and access control system at Fire Stations 92 and 94.

This installation will provide better access control and management of video footage to enhance City's compliance with Bill 168 (Workplace Violence and Harassment) at Fire Stations 92 and 94. Once approved, the installation work will initiate in December 2016 and will complete by the end of January 2017.

BID INFORMATION

Advertised	ETN
Bid closed on	November 16, 2016
Number picking up document	12
Number responding to bid	5

PRICE SUMMARY (Inclusive of HST Impact)

Suppliers	Bid Price
Altel Integration Systems	\$ 75,546.00
Securitas Electronic Security (Canada) Inc.	\$ 78,354.63
Stanley Convergent Security Services	\$ 83,857.36
AC Technical Systems	\$ 95,125.36
Johnson Controls Canada LP	\$ 102,219.96

OPERATING BUDGET AND LIFECYCLE RESERVE IMPACT

The lifecycle of this new equipment ranges from 7-10 years. The 2017 Lifecycle Reserve Study will be updated accordingly based on the award amounts outlined in this report.

ENVIRONMENTAL CONSIDERATIONS

This project is believed to have no or minimal environmental impact.

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

To:	Brenda Librecz, Commissioner, Community & Fire Services
Re:	264-T-16 Flushing and Cleaning of Sanitary Sewers
Date:	December 8, 2016
Prepared by:	Eddy Wu, Manager, Operations & Maintenance, Ext. 2445 Tony Casale, Senior Construction Buyer, Ext. 3189

PURPOSE

To obtain approval to award the contract for flushing and cleaning of sanitary sewers for one year with an option to extend the contract for two additional years at the same price, terms and conditions.

RECOMMENDATION

Recommended Supplier	Sewer Technologies Inc. (Lowest Priced Supplier)	
Current Budget Available	\$ 166,683.00	760-510-5300 T&D (Transmission & Distribution) Construction
Less cost of award	\$ 100,070.78	2017 (Incl, of HST)
	<u>\$ 10,007.08</u>	10% Contingency
	\$ 110,077.86	2017 Cost of Award*
	\$ 100,070.78	2018 (Incl, of HST)
	<u>\$ 10,007.08</u>	10% Contingency
	\$ 110,077.86	2018 Cost of Award*
	\$ 100,070.78	2019 (Incl, of HST)
	<u>\$ 10,007.08</u>	10% Contingency
	\$ 110,077.86	2019 Cost of Award*
	\$ 330,233.58	Total Cost of Award
Remaining budget after this award in 2017	\$ 56,605.14	**

*Subject to Council approval of the 2017/18/19 operating budget.

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

Note: The 2018/19 award will be adjusted to reflect changes to the Operating Budgets due to growth, subject to Council approval.

BACKGROUND

Waterworks utilizes contracted services to perform routine City-wide flushing and cleaning of sanitary sewers as part of a preventative maintenance program in the sanitary sewer system. The purpose is to achieve a service level for flushing and cleaning all sanitary sewers once every 7 years. This requires flushing and cleaning of approximately 150 kilometers of sewer per year. The contractor is also available to assist Waterworks staff in clearing blockages in the sanitary sewer system on an emergency basis and to remove and haul sanitary sewage on an emergency basis. The use of contractors for this routine work permits City staff to focus on corrective maintenance in the system and customer service.

BID INFORMATION

Advertised	ETN
Bids closed on	December 1, 2016
Number picking up bid documents	16
Number responding to bid	12

PRICE SUMMARY

Suppliers	Bid Price (Incl. of HST)
Sewer Technologies Inc.	\$ 100,070.78
The Pipe Spy Inc.	\$ 103,103.23
Badger Daylighting Ltd.	\$ 169,817.09
D. M. Robichaud Associates Limited	\$ 171,333.31
Pipetek Infrastructure Service Inc.	\$ 186,780.48
Dambro Environmental Inc.	\$ 193,934.21
PGC Services Inc.	\$ 219,852.48
Wessuc Inc.	\$ 404,831.81
Braywood Services Inc.	\$ 416,941.25
Capital Sewer Services Inc.	\$ 490,228.80
Infrastructure Intelligence Services Inc.	\$ 515,516.16
Nieltech Services Ltd.	\$ 904,096.90

*The bid price submitted by the lowest priced bidder represents a reduction of approximately 49% as compared to the previous contract price (2014-2016). The savings is attributed to a flexible tender document that eliminated the need for the contractor to be bondable (performance bond), which broadened the market and maximized the number of bidders.

OPERATING BUDGET AND LIFE CYCLE RESERVE IMPACT

Budget remaining in the amount of \$56,605.14 will be reported as part of the year-end operating variance and the 2018 operating budget will be amended accordingly.

There is no impact to the Lifecycle Reserve.

ENVIRONMENTAL CONSIDERATIONS

Collection, transportation and disposal of all materials removed from the sewers during performance of work will be disposed of at a licensed waste disposal site approved by the Ministry of Environment.



STAFF AWARD REPORT

Page 1 of 2

To:	Brenda Librecz, Commissioner, Community & Fire Services
Re:	237-Q-16 Consulting Engineering Services for Bridges and Culverts OSIM Inspections
Date:	December 2, 2016
Prepared by:	Shipra Singh, Senior Asset Coordinator, Asset Management ext. 2747 Flora Chan, Senior Buyer ext. 3189

PURPOSE

To obtain approval to award the contract for bridges and culverts inspection program for 2017.

RECOMMENDATION

Recommended Supplier	GM Blue Plan Engineering Ltd. (Highest Ranked/Lowest Priced Supplier)	
Current Budget Available	\$ 63,500.00	750-101-5399-17202 Bridges and Culverts – Condition Inspection
Less cost of award	\$ 58,817.28 \$ 5,088.00 \$ 6,390.53 \$ 70,295.81	2017 Inspections Cash Allowance* Contingency (10%) Total Award inclusive of HST
Budget Remaining after award	\$ (6,795.81)	**

*Cash allowance is for the flushing of culverts that cannot be determined at the time of the award and will only be paid out if required.

**The budget Shortfall of (\$6,795.81) will be funded from Non-DC Capital Contingency.

BACKGROUND

In meeting the legislative requirement of The Public Transportation and Highway Act - Regulation 104/97, the City implements an Annual Bridge and Culvert Inspection Program following the procedures laid down in the Ontario Structure Inspection Manual (OSIM). As part of the 2017 inspection program, a total of 127 structures (12 vehicular bridges, 42 pedestrian bridges, 27 culverts and 46 culverts with CCTV inspection) will be inspected.

The 2016 lifecycle reserve for structures inspection includes for \$2M for 25 vehicular bridges, 66 pedestrian bridges and 213 culverts for 25 years until 2041.

The work will commence in January 2017 and will be completed by August 2017, subject to weather conditions.

BID INFORMATION

Advertised	ETN (Electronic Tendering Network)
Bids closed on	October 20, 2016
Number picking up bid documents	16
Number responding to bid	7

Evaluation of Proposals

The RFP was released with a two-stage evaluation approach. Suppliers were requested to submit two envelopes with Envelope 'A' for technical proposals without prices and Envelope 'B' for financial proposal with detailed pricing. The Technical Proposal (Stage 1) was evaluated out of 70 points and the Price Proposal (Stage 2) was evaluated out of 30 points. The Evaluation Team for this RFP was comprised of staff from Asset Management, with Purchasing acting as the facilitator.

Evaluation of Stage 1 – Technical Proposal

Stage 1 Technical Proposal were evaluated against a pre-established evaluation criteria as outlined in bid document: 20% for Experience/Past Performance of Consulting Firm; 30% for Qualification and Experience of Project Manager and Project Team; and 20% for Project Delivery, totaling 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.

Evaluation of Stage 1 – Technical Proposal (Continued)

The results of the Stage 1 evaluation are outlined below:

Suppliers	Score (out of 70)	Rank Results
Morrison Hershfield Ltd.	58.8	1
GM Blue Plan Engineering Ltd.	52.7	2
GHD Ltd.	52.7	2
Orbit Engineering Ltd.	49.4	3
Chisholm Fleming Associates	44.2	4
TSI Inc.	43.0	5
AJW Engineering Inc.	10.8	6

Evaluation of Stage 2 – Financial Proposal (Bid Form)

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.

The results of the Stage 2 evaluation are outlined below:

Suppliers	Score (out of 30)	Rank Results
GM Blue Plan Engineering Ltd.	30.0*	1
GHD Ltd.	19.0	2
Morrison Hershfield Ltd.	10.4	3

* Bid prices ranged from to \$63,905.28 to 105,708.29, inclusive of HST impact.

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	Score (out of 100)	Rank Results
GM Blue Plan Engineering Ltd.	82.7	1
GHD Ltd.	71.7	2
Morrison Hershfield Ltd.	69.2	3

GM Blue Plan Engineering Ltd. (“GMBP”), the highest ranked supplier with the second highest technical score and 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.

GM Blue Planning was previously awarded the same contract in 2015 (238-Q-14) and 2016 (251-Q-15) through a competitive bid process and performance was satisfactory.

FINANCIAL CONSIDERATIONS

The following table summarizes the financial details of this award:

Account Name	Account #	Budget Amount	Budget Available	Award	Contingency (10%)	Budget Remaining
Bridges & Culverts - Annual Condition Inspection	750-101-5399-17202	\$63,500.00	\$63,500.00	\$63,905.28	\$6,390.53	(\$6,795.81)

*The budget shortfall of (\$6,795.81) will be funded from Non-DC Capital Contingency. Shortfall is a result of market price exceeded the budgeted price.

OPERATING BUDGET AND LIFECYCLE IMPACT

There is no operating budget impact. The 2017 Life Cycle Reserve Study will be updated accordingly based on the contract award amount as outlined in this report.

ENVIRONMENTAL CONSIDERATIONS

N/A



STAFF AWARD REPORT

Page 1 of 2

To:	Andy Taylor, Chief Administrative Officer
Re:	258-S-16 Ontario One Call – Underground Infrastructure Locating Services
Date:	October 20, 2016
Prepared by:	Daphne Ross, Manager, Business Compliance, Ext. 3360 Tony Casale, Senior Construction Buyer, Ext. 3190

PURPOSE

To obtain approval to issue a blanket purchase order to Ontario One Call for locates notification services based on requirements identified by the Waterworks, Asset Management and Operations Departments.

RECOMMENDATION

Recommended Supplier	Ontario One Call (Non-Competitive Procurement)	
Current Budget Available	\$ 74,000.00	Budget available for this requirement (See Financial Considerations)
Less: Cost of Award	\$ 74,000.00	Cost of Award (2017) *
	\$ 74,000.00	Cost of Award (2018) *
	\$ 74,000.00	Cost of Award (2019) *
	<u>\$ 74,000.00</u>	Cost of Award (2020) *
	\$ 296,000.00	Total Cost of Award
Budget remaining after this award	\$ 0.00	

* Subject to Council approval of the 2017 - 2020 operating budgets.

Staff further recommends:

THAT the tendering process be waived in accordance with Purchasing By-Law 2004-341, Part II, Section 7 (2) (d) which states “Tenders, Requests for Proposal and Requests for Quotation may not be required for goods and services provided by any of the following: Municipalities and special purpose bodies within the City when similar goods or services are not available from any source;”

BACKGROUND

In June 2012, the Ontario Legislature passed Bill 8, the Ontario Underground Infrastructure Notification System Act 2012, which requires any owner of buried infrastructure in the public right of way to register that infrastructure with Ontario One Call. Infrastructure owners such as the City of Markham must register buried pipes and cables with Ontario One Call so that when someone contacts Ontario One Call for excavator purposes, Markham would be notified of this event and have a chance to respond in order to provide clear markings and avoid any damage to the City’s underground infrastructure. Asset Management provides Ontario One Call with updated maps that show our infrastructure on an annual basis.

Ontario One Call is a not for profit corporation established to operate a call system which receives excavation requests for the location of underground infrastructure in Ontario. Ontario One Call has a defined obligation to adhere to the Ontario Underground Infrastructure Notification System Act 2012 and they provide the following benefits for owners and the public:

- Improved digging safety with less damage events;
- Increased public safety;
- Increased worker safety;
- Increased awareness of digging activity in your jurisdiction.

BACKGROUND (Continued)

When residents or contractors contact Ontario One Call, the relevant City department(s) will be notified to provide utility locate(s) within 5 business days. The standard locate notifications fees are \$1.10 plus HST per locate notification plus an additional \$2.75 for confirmation phone calls (typically for emergency locates). At the beginning of each year, members are given a \$500.00 credit on their account and this amount is reset at the start of each year.

FINANCIAL CONSIDERATIONS

Account Description	Account Number	Original Budget	Budget allocated to this project	Cost of Award	Budget Remaining after this Award
Waterworks – Ontario One Call	760-998-5452*	\$ 24,000	\$ 24,000	\$ 24,000	-
Asset Management - LIGHT Ontario One Call	720-720-5452	\$ 45,000	\$ 45,000	\$ 45,000	-
Operations – Ontario One Call	740-998-5452*	\$ 5,000	\$ 5,000	\$ 5,000	-
Totals		\$ 74,000	\$ 74,000	\$ 74,000	-

* New account to be set up for 2017.

OPERATING BUDGET AND LIFECYCLE IMPACT

Staff will monitor the volume and adjust the operating budget, if required, as part of the annual operating budget process. There is no lifecycle impact.

ENVIRONMENTAL CONSIDERATIONS

N/A



STAFF AWARD REPORT

Page 1 of 2

To:	Andy Taylor, Chief Administrative Officer
Re:	089-T-16 Cornell Madison Rouge North Park – Construction
Date:	November 02, 2016
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 Cornell Madison Rouge North Park.

RECOMMENDATION

Recommended Supplier	DPSL Group Ltd. (Lowest Priced Supplier)	
Current Budget Available	\$ 427,280.00	See 'Financial Considerations'
Less cost of award	\$ 297,749.76	Construction
	\$ 20,842.48	Contingency (7%)
	\$ 318,592.24	Total (Inclusive of HST)
	\$ 28,673.30	Internal Management Fee @ 9%
	\$ 347,265.54	Total Cost of Award (Inclusive of HST)
Budget remaining after this award	\$ 80,014.46	*

* Remaining balance of \$80,014.46 will be returned to the original funding source.

BACKGROUND

Cornell Madison Rouge North Park is located north of Elphee Lane, east of Albert Lewis Street, south of Shady Oaks Avenue and west of Webb Street.

The park will consist of the following features:

- Site Grading
- Sub-drainage
- Park Structure
- Play Equipment and Safety Surface
- Concrete Paving
- Site Furniture
- Sodding
- Planting

BID INFORMATION

Advertised	ETN
Bid closed on	October 20, 2016
Number picking up document	19
Number responding to bid	10

PRICE SUMMARY (Inclusive of HST Impact)

Suppliers	Bid Price
DPSL Group Ltd.	\$ 297,749.76
Lomco Limited	\$ 321,866.88
Melfer Construction Inc.	\$ 327,382.27
Landtar Construction Inc.	\$ 335,792.74
Loc Pave Construction	\$ 339,057.20
Hawkins Contracting Services Limited	\$ 402,411.03
Mopal Costruction Ltd	\$ 470,258.40
CSL Group Ltd.	\$ 482,599.04
Blackstone Paving Construction Limited	\$ 553,182.38
Seawaves Development Services Inc.	\$ 710,582.45

The project is anticipated to be completed by November 2017 and the Operations, Asset Management and Recreation Departments have been consulted during the process.

FINANCIAL CONSIDERATIONS

Account Name	Account #	Budget Available	Cost of Award	Budget Remaining
Cornell Madison Rouge North Park - Construction	081-5350-16024-005	\$392,000.00	\$ 318,592.24	\$73,407.76
Design Internal Project Management	081-5350-16028-005	\$ 35,280.00	\$ 28,673.30	\$ 6,606.70
Total		\$427,280.00	\$ 347,265.54	\$ 80,014.46

The remaining budget of \$80,014.46 will be returned to the original funding source.

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 Cornell Madison Rouge North Park is 0.49 hectares and the budgeted cost per hectare is \$8,584/ha. Therefore the annual operating and maintenance impact is approximately \$4,206.16 (0.49 ha x \$8,584/ha). This operating increase will be added to the 2017 Operating budget, subject to Council approval.

The Lifecycle Impact of this park will be \$319k.

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 2

To:	Andy Taylor, Chief Administrative Officer
Re:	092-T-16 Upper Greensborough Fimco Crescent Park - Construction
Date:	October 18, 2016
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 Upper Greensborough Fimco Crescent Park.

RECOMMENDATION

Recommended Supplier	Loc Pave Construction Ltd. (Lowest Priced Supplier)	
Current Budget Available	\$ 504,533.75	See 'Financial Considerations'
Less cost of award	\$ 419,839.37	Construction
	\$ 33,587.15	Contingency (8%)
	\$ 453,426.52	Total (Inclusive of HST)
	\$ 40,808.39	Internal Management Fee @ 9%
	\$ 494,234.91	Total Cost of Award (Inclusive of HST)
Budget remaining after this award	\$ 10,298.84	*

* The remaining budget in the amount of \$10,298.84 will be returned to the original funding source.

BACKGROUND

Upper Greensborough Fimco Crescent Park is located on Upper Greensborough Drive, North of Donald Cousens Parkway and West of Delray Drive. The nearest major intersection is Major MacKenzie Drive and Delray Drive.

The project includes:

- Storm service for the park from municipal roads or existing services;
- Site preparation and grading of site;
- Concrete walkways;
- Planting and sodding;
- Custom architectural structure-gazebo;
- Junior and Senior play apparatus;
- Site furnishings

BID INFORMATION

Advertised	ETN
Bid closed on	October 06, 2016
Number picking up document	20
Number responding to bid	10

PRICE SUMMARY (Inclusive of HST Impact)

Suppliers	Bid Price
Loc Pave Construction Ltd.	\$ 455,658.89*
DPSL Group Ltd.	\$ 475,829.76
Melfer Construction Inc.	\$ 484,515.48
Mopal Construction Ltd.	\$ 494,500.68
Cambium Site Contracting Inc.	\$ 508,498.79
Lomco Ltd.	\$ 511,689.98
Hawkins Contracting Services	\$ 514,360.08
Pine Valley Corporation	\$ 558,330.66
CSL Group Ltd.	\$ 587,013.75
Landtar Construction Inc.	\$ 631,532.74

PRICE SUMMARY (CONTINUED)

* Loc Pave Construction Ltd. ("Loc Pave") original bid price for this contract was \$455,658.89 (inclusive of HST) 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 Supplier...in the event that the Bid prices submitted by the Suppliers exceed the City's budget..." Moreover, Section 17.3 states that "The City reserves the right, in its sole discretion, to award in whole or in part (including, without limitation, by part, item or group of items)". Due to this budget shortfall, Staff reviewed potential opportunities to reduce cost and entered into negotiations with Loc Pav to seek options to reduce the price, in order to better meet the City's approved budget. Based on a request from Operations to exclude decorative metal fence, Staff were able to reduce the price by \$35,819.52 from \$455,658.89 to \$419,839.37 through labour and material price negotiations.

The project is anticipated to be completed by July 2017 and the Operations, Asset Management and Recreation Departments have been consulted during the process.

FINANCIAL CONSIDERATIONS

Account Name	Account #	Budget Available	Cost of Award	Budget Remaining
Upper Greensborough Fimco Crescent Park - Construction	081-5350-16035-005	\$462,875.00	\$ 453,426.52	\$9,448.48
Design Internal Project Management	081-5350-16028-005	\$41,658.75	\$40,808.39	\$850.36
Total		\$504,533.75	\$ 494,234.91	\$10,298.84

The remaining budget in the amount of \$10,298.84 shall be returned to the original funding source.

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 Upper Greensborough Fimco Crescent Park is 0.34 hectares and the budgeted cost per hectare is \$8,584/ha. Therefore the annual operating and maintenance impact is approximately \$2,918.56 (0.34 ha x \$8,584/ha). This operating increase will be added to the 2017 Operating budget, subject to Council approval.

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 and planting is designed to be sympathetic to the surrounding naturalized areas and tributary.
- Plant materials (i.e. shrubs and trees are non-invasive and many of which are native species)



STAFF AWARD REPORT

Page 1 of 3

To:	Andy Taylor, Chief Administrative Officer
Re:	094- T-15 Southeast Community Centre and Library Park - Construction
Date:	October 18, 2016
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 Southeast Community Centre and Library.

RECOMMENDATION

Recommended Supplier	Cambium Site Contracting Inc. (Lowest Priced Supplier)	
Current Budget Available	\$ 2,605,440.00	081-5350-15007-005 Southeast Community Centre and Library Park - Construction
Less cost of award	\$ 2,246,678.04	Construction
	\$ 134,800.68	Contingency (6%)
	\$ 2,381,478.72	Total (Inclusive of HST)
	\$ 214,333.08	Internal Management Fee @ 9%
	\$ 2,595,811.81	Total Cost of Award (Inclusive of HST)
Budget remaining after this award	\$ 9,628.19	*

* The remaining budget in the amount of \$9,628.19 will be returned to the original funding source.

BACKGROUND

Southeast Community Centre and Library Park is located south of 14th Avenue and east of Middlefield Road (east of Southeast Markham Community Centre and Library, currently under construction).

The park will have the following features:

- Storm, water, and hydro service for the park from municipal roads or adjacent site services;
- Site preparation and grading of site;
- Concrete walkways;
- Granite Chip Paving;
- Planting and Sodding;
- Feature Walls c/w cantilevered Benches;
- CIP and Precast Concrete Edges;
- Shade Structure;
- Junior and Senior Play components;
- Exercise equipment;
- Rubber Safety Surfacing;
- Lighting and electrical fixtures;
- Site furnishings.

The project is anticipated to be completed by December 2017 and the Operations, Asset Management and Recreation Departments have been consulted during the process.

Due to the scope of the project, contractors were pre-qualified to ensure that all suppliers would have the necessary qualifications, experience and resources to complete the works in accordance with the City of Markham requirements within the specified timelines. Pre-qualification 015-P-15 was issued to the market place in accordance to the Purchasing By-law 2004-341.

PRE-QUALIFICATION INFORMATION (015-P-15)

Advertised	ETN
Bid closed on	March 27, 2014
Number picking up document	100
Number responding to bid	18
Number of Contractors Pre-qualified	8

BID INFORMATION

Advertised	By Invitation Only
Bid closed on	September 27, 2016
Number picking up document	8
Number responding to bid	5

PRICE SUMMARY (Inclusive of HST Impact)

Suppliers	Bid Price
Cambium Site Contracting Inc.	\$ 2,606,652.77
Gateman-Milloy Inc.	\$ 2,628,411.69
Hawkins Contracting Services Limited	\$ 2,810,124.75
Mopal Construction Ltd.	\$ 2,828,691.92
Bondfield Construction Company Limited	\$ 2,853,535.60

* Cambium Site Contracting Inc.'s ("Cambium") original bid price for this contract was \$2,606,652.77 (inclusive of HST) 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 Supplier...in the event that the Bid prices submitted by the Suppliers exceed the City's budget..." Moreover, Section 17.3 states that "The City reserves the right, in its sole discretion, to award in whole or in part (including, without limitation, by part, item or group of items)". Consequently, staff reviewed potential opportunities with other City stakeholders (Operations, Asset Management and Recreation) and entered into negotiations with Cambium to seek options to reduce the price, in order to better meet the City's approved budget. Staff were able to reduce the price by \$359,974.73 from \$2,606,652.77 to \$2,246,678.04 through the deletion of the waterplay, skate spot, and associated asphalt walkways, as well as changes to the quantities of pavement items which are not required because of these deletions.

This recommendation is based on a review of the "total cost of ownership" to the Corporation which includes an analysis of the impact of this capital project on operating and lifecycle costs over the short and long term, as well as park programming requirements outlined in the Internal Leisure Master Plan (ILMP). Other opportunities for waterplay within this area will be provided at the Vettese Court Park and are planned for at the future Box Grove Community Park. The ILMP recognizes a need for a skate spot in Wards 7 or 8, and alternate locations, as appropriate, will be discussed as part of a larger strategy to provide skateboarding and in-line skate opportunities. Further, these changes to the tender provide cost savings to the Corporation of \$359,974.73 which brings the project in below budget.

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 and shade structure inspections.

The Southeast Community Centre and Library Park is 1.76 hectares (4.35 acres) and the budgeted cost per hectare is \$8,584/ha. Therefore the annual operating and maintenance impact is approximately \$15,107.84 (1.76 ha x \$8,584/ha). This operating increase will be added to the 2017 Operating budget, subject to Council approval. The lifecycle cost of replacement for this park will be approximately \$1.9M.

ENVIRONMENTAL CONSIDERATIONS

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

- Plant materials are of diverse local, non-invasive species,
- LID (Low Impact Development) features have been incorporated.

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

To:	Andy Taylor, Chief Administrative Officer
Re:	175-T-16 Berczy Beckett - Three Parkettes
Date:	December 5, 2016
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 Berczy Beckett three Parkettes.

RECOMMENDATION

Recommended Supplier	Mopal Construction Ltd. (Lowest Priced Supplier)	
Current Budget Available	\$ 944,559.12	See 'Financial Considerations'
Less cost of award	\$ 736,402.52	Construction award
	\$ 51,548.18	Contingency (7%)
	\$ 787,950.70	Total (Inclusive of HST)
	\$ 70,915.56	Internal Management Fee @ 9%
	\$ 858,866.26	Total Cost of Award (Inclusive of HST)
Budget Remaining after this award	\$ 85,692.86	*

* The remaining budget of \$85,692.86 will be returned to the original funding source.

BACKGROUND

The City has soliciting Bids for construction of the three (3) Berczy Beckett Parkettes. The parks are identified as follows:

Park 1 - Berczy Beckett North West Parkette – located at Harbord St, Wilfred Murison Ave. and Hubner Ave.

Park 2 - Berczy Beckett North East Parkette – located at William Bartlette Dr. and Wilfred Murison Ave.

Park 3 - Berczy Beckett East Parkette – located at William Berczy Blvd, Beckett Ave and Busch Ave.

Each park will consist of the following items/amenities:

- Site preparation and grading of site;
- Concrete paving;
- Planting and sodding;
- Site furnishings.
- Masonry entry columns;
- Metal fencing;
- Wood mulch bedding; and,
- Steel Fencing
- Gazebo (Park 3 - Berczy Beckett East Parkette only)

The project is anticipated to be completed by August 2017 - Operations, Asset Management, Recreation and Purchasing Departments were consulted during the process.

BID INFORMATION

Advertised	ETN
Bid closed on	November 22, 2016
Number picking up document	46
Number responding to bid	16

PRICE SUMMARY

Suppliers	Bid Price (Inclusive of HST)
Mopal Construction Ltd.	\$ 767,999.00*
Hawkins Contracting Services	\$ 786,486.69
Melfer Construction Inc.	\$ 781,564.54
Euro Landscape and Construction	\$ 816,979.85
Rutherford Contracting Ltd.	\$ 835,331.92
Lomco Ltd.	\$ 867,198.72
Bruce Wilson Landscaping	\$ 869,229.85
Landtar Construction Inc.	\$ 890,008.44
Pine Valley Corporation	\$ 890,644.88
Gateman-Milloy Inc.	\$ 893,992.28
Royal Crest Paving & Contracting	\$ 916,556.06
Cambium Contracting Inc.	\$ 943,042.48
Orin Contractors Corp	\$ 946,122.76
CSI Group Ltd.	\$ 977,404.29
CRCE Construction Ltd.	\$ 1,143,009.02
J.Hoover Ltd.	\$ 1,438,443.24

*Mopal Construction Ltd's ("Mopal") original bid price for this contract was **\$767,999.00** (inclusive of HST). After tender closing, the Operations Department conducted a secondary review of the project and requested the exclusion of the decorative masonry entry columns at all three parkettes from this contract to eliminate future maintenance support requirements of this feature. The original bid price for this contract was reduced by \$31,596.48 from \$767,999.00 to \$736,402.52 through labour and material price negotiations as per the City's *General Terms and Conditions*.

FINANCIAL CONSIDERATIONS

Park #	Account Name	Account #	Budget Available	Cost of Award	Contingency 7%	Budget Remaining
#1	Berczy Beckett NW Parkette - Construction	081-5350-16017-005	\$ 245,000.00	\$ 215,927.60	\$15,114.93	\$13,957.47
#2	Berczy Beckett NE Parkette - Construction	081-5350-16012-005	\$229,568.00	\$170,615.90	\$11,943.11	\$47,008.99
#3	Berczy Beckett East Parkette - Construction	081-5350-16010-005	\$392,000.00	\$349,859.02	\$24,490.13	\$17,650.85
	Design Internal Project Management	081-5350-16028-005	\$77,991.12	\$66,276.23	\$4,639.33	\$7,075.55
	Total		\$944,559.12	\$802,678.75	\$56,187.50	\$85,692.86

The budget remaining in the amount of \$85,692.86 will be returned to the original funding source.

OPERATING BUDGET AND LIFECYCLE RESERVE IMPACT

The Operations Department has reviewed the project and supports the future maintenance requirements.

- **Park 1 - Berczy Beckett North West Parkette** is 0.22 hectares and the budgeted cost per hectare is \$8,584/ha. Therefore the annual operating and maintenance impact is approximately \$1,888.48 (0.22 ha x \$8,584/ha). This operating increase has been added to the 2017 Operating budget, subject to Council approval.
 - Future requirements include grass cutting and trimming, litter pick-up, garbage disposal and playground inspections.
 - The Lifecycle impact of this park will be \$185K.
- **Park 2 - Berczy Beckett North East Parkette** is 0.24 hectares and the budgeted cost per hectare is \$8,584/ha. Therefore the annual operating and maintenance impact is approximately \$2,060.16 (0.24 ha x \$8,584/ha). This operating increase has been added to the 2017 Operating budget, subject to Council approval.
 - Future requirements include grass cutting and trimming, litter pick-up, garbage disposal and playground inspections.
 - The Lifecycle impact of this park will be \$146K.
- **Park 3 - Berczy Beckett East Parkette** is 0.29 hectares and the budgeted cost per hectare is \$8,584/ha. Therefore the annual operating and maintenance impact is approximately \$2,489.36 (0.29 ha x \$8,584/ha). This operating increase has been added to the 2017 Operating budget, subject to Council approval.
 - Future requirements include grass cutting and trimming, litter pick-up, garbage disposal, playground and gazebo inspections.
 - The Lifecycle impact of this park will be \$299K.

The Lifecycle impact of each park is estimated to be 80% of the total construction cost of the park. Each Park has various amenities, each with various life-spans. Staff will update the Lifecycle Reserve Study at the next update to incorporate the various components of the three Berczy Parks.

ENVIRONMENTAL CONSIDERATIONS

- Included Specification Section 017411 – Cleaning in the contract documents in order to meet or exceed procedures during construction for all three parkettes.
- 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 4**

To:	Jim Baird, Commissioner, Development Services
Re:	243-Q-16 Detailed Design Services for Erosion Restoration at Robinson Creek and the Rouge River
Date:	November 28, 2016
Prepared by:	Alberto S. Lim, Sr. Capital Works Engineer. Ext. 2860 Tony Casale, Senior Construction Buyer, ext. 3190

PURPOSE

To obtain approval to award the contract for detailed design services for erosion restoration at Robinson Creek and the Rouge River.

RECOMMENDATION

Recommended Supplier	GHD Limited (Highest Ranked/Second Lowest Priced Supplier)	
Current Budget Available	\$ 80,000.00	640-101-5699-15043 Downstream Improvement Work Program
Less cost of award	\$ 61,459.98 \$ 6,145.99 \$ 67,605.97 \$ 10,140.89 \$ 77,746.86	(Incl. of HST) Contingency @ 10% Cost of Award (Incl. of HST) Internal Management Fee @ 15% Total Project Cost
Budget Remaining after award	\$ 2,253.14	*

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

BACKGROUND

In 2014, the City-wide Stream Erosion Restoration Master Study Update was undertaken by the City in conformity with the Municipal Class Environmental Assessment process to establish existing and potential future erosion conditions in the City's watercourses and to identify potential restoration strategies.

This study prioritized a list of sites with specific erosion problems deemed to require remedial works in the near future. This Request for Quotation was issued to retain a consultant to proceed with detailed design and construction administration services for two (2) erosion restoration sites at Robinson Creek and one (1) site at Rouge River. Details of the erosion concerns at these sites are indicated below;

Erosion Site 1: Robinson Creek south of Hwy 7 west of Main Street (ROB-ES-06)

- Degradation and widening of the banks
- Sewer pipe crosses channel at location of scouring.
- Groundwater seep occurring at midpoint of scouring.

Erosion Site 2: Robinson Creek south of Hwy 7 west of Main Street (ROB-ES-08)

- Undercutting and scouring of outer meander at location of sewer crossing.
- Failing concrete rubble upstream and downstream of scour.

Erosion Site 3: Rouge River north of Hwy 407 west of Warden Ave. (R-ES-61)

- Sewer pipe crosses channel at location of undercut and scouring.
- Channel bed could not be assessed due to high turbidity and water levels.
- Large woody debris is partially blocking channel and diverting flows to left bank.

It is anticipated that the study will commence in December 2016 and be completed by May 2017.

BID INFORMATION

Advertised	ETN
Bids closed on	November 3, 2016
Number picking up bid documents	18
Number responding to bid	8

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 Quotation: 20% qualifications and experience of the consulting firm, 20% qualifications and experience of the project manager and team, 30% project methodology, understanding and work plan and 30% price, totaling 100%, with the resulting scores as follows:

Suppliers	Total Score (100 points)
GHD Limited	90.73
Aquafor Beech	86.11
Cole Engineering Group Ltd.	83.70
Ahydtech Geomorphie	81.00
Beacon Environmental Limited	73.11
EcoSystem Recovery Inc.	72.24
Geoprocess Research	60.31
Greck & Associates Limited	53.00

Note: Bid prices ranged from to \$60,913 to \$159,208 (Inclusive of HST).

Staff is recommending the highest ranked / second lowest priced supplier (GHD Limited) as their proposal satisfactorily demonstrated their experience and capability to undertake projects of similar size and scope. They have a good understanding of the project related requirements and provided a satisfactory methodology and work plan.

OPERATING BUDGET AND LIFECYCLE RESERVE IMPACT

There is no operating budget impact. The 2016 Life Cycle Reserve includes \$13.9M of funding over a 25 year lifespan to address erosion restoration (75 sites) up to 2041.

ENVIRONMENTAL CONSIDERATIONS

In 2013, the City initiated the City-Wide Stream Erosion Master Study Update to re-examine previously identified erosion concerns. Following a screening level analysis, the three sites indicated here were included in the Top 30 Erosion Sites that require erosion restoration. Restoration alternatives were provided for each of the 30 sites following detailed analyses of existing site conditions. Council approved the study Class EA report on September 23/24, 2014. The designs for these three sites will review the proposed remediation noted in the Study report. The primary focus at each of the three sites is the protection of adjacent sewers (either along the bank or crossing under the creek) which are at risk from active ongoing erosion/ scour. All three sites have been impacted by changes in the flow and sediment regime from urban development and associated infrastructures. The restoration designs will endeavour to restore the natural form and function of both the Robinson Creek and Rouge River system while limiting the hazards to the existing infrastructure. Special consideration will be given to improving aquatic habitat targeting Redside Dace which is protected under the Endangered Species Act (ESA) 2007.

ATTACHMENTS ATTACHED**Location Plans**

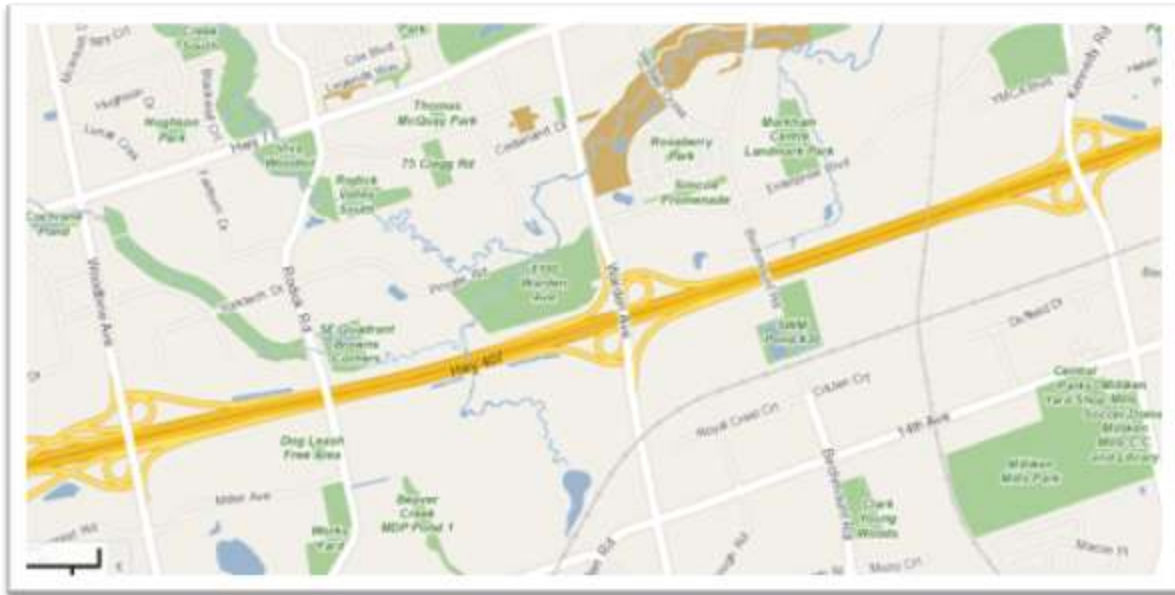
Location Plan – FIG. 1 Robinson Creek Adjacent to Markham Road (ROB-ES-06)



Location Plan – FIG. 2 Robinsion Creek Adjacent to Markham Road (ROB-ES-08)



Location Plan – FIG. 3 Rouge River North of Hwy 407 and West of Warden Ave



Location Plan – FIG. 3 Rouge River north of Hwy. 407 and west of Warden Ave.

