



Report to: General Committee

Report Date: May 2, 2016

SUBJECT: Staff Awarded Contracts for the Month of April 2016

PREPARED BY: Alex Moore, Ext. 4711

RECOMMENDATION:

1. THAT the report entitled “Staff Awarded Contracts for the Month of April 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 month of April 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.

Community & Fire Services

Award Details	Description
Lowest Priced Supplier	<ul style="list-style-type: none">• 274-Q-15 Security Video System Upgrade at Varley Art Gallery• 041-T-16 Shingle Roof Replacement at Fire Station 97• 050-T-16 Interlock Repairs• 061-Q-16 Supply and Delivery of Personnel Protective Clothing• 085-T-16 Supply and Delivery of Four Compact Passenger Vans and One Compact Cargo Van
Highest Ranked / Lowest Priced Supplier	<ul style="list-style-type: none">• 055-Q-16 Consulting Services to Develop a Strategic Plan and Brand Review for the Flato Markham Theatre
Non-Competitive Supplier	<ul style="list-style-type: none">• 258-S-15 Citywide Maintenance Services for Electronic Security Systems

Development Services

Award Details	Description
Lowest Priced Supplier	<ul style="list-style-type: none">• 225- T-15 Read's Corner Park – Construction• 288-T-15 Water, Sanitary and Storm Sewer Connections at Various Locations• 294-Q-15 Landscape Architectural Consulting Services for Leitchcroft Community Park – Phase 2• 100-T-16 Water, Sanitary and Storm Sewer Connections at Various Locations
Highest Ranked/ Lowest Priced Supplier	<ul style="list-style-type: none">• 054-R-16 Detailed Design Services for the 2016 Sidewalk Program
Non-Competitive Supplier	<ul style="list-style-type: none">• 074-S-16 Woodbine By Pass Street Tree Planting

5/5/2016

X 

Joel Lustig
Treasurer

05/05/2016

X 

Trinela Cane
Commissioner, Corporate Services



STAFF AWARD REPORT

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To:	Phoebe Fu, Director of Asset Management
Re:	274-Q-15 Security Video System Upgrade at Varley Art Gallery
Date:	April 8, 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 Video System Upgrade (including interior and exterior camera installations and network video recording units) at Varley Art Gallery.

RECOMMENDATION

Recommended Supplier	Tek Systems Group Inc. (Lowest Priced Supplier)	
Current Budget Available	\$ 80,000.00	750-101-5399-15255 (Corporate Security and Systems Upgrades) – Budget allocated for this item
Less cost of award	\$ 45,669.89	Cost of Award (Inclusive of HST Impact)
	\$ 4,566.99	10% Contingency
	\$ 50,236.88	Total Award
Budget Remaining after this award	\$ 29,763.12	*

*The remaining budget of \$29,763.12 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 security video and electronic access control systems at Varley Art Gallery, where such systems are obsolete/non-existent. The first phase of this program is to upgrade the security video system and install additional security cameras. This installation will provide better management of video footage to enhance the City's compliance with Bill 168 (Workplace Violence and Harassment) at Varley Art Gallery. Once approved, the installation work will initiate in May and be complete by June 2016. The second phase is to complete access control (i.e. installing card readers), since there are some building code issues with the existing site, the second phase will be done at a later date within the approved project budget.

This award includes the purchase of 19 cameras and 3 digital video recording devices. All hardware comes with a standard 1 year warranty. Servicing upon 1-year warranty period will be carried out by City's contractor for electronic security systems.

BID INFORMATION

Advertised	ETN
Bid closed on	March 16, 2016
Number picking up document	61
Number responding to bid	15

PRICE SUMMARY (Inclusive of HST)

Supplier	Bid Price
Tek Systems	\$ 45,669.89
T.C.Securities Corp.	\$ 57,114.28
Met-Scan Canada Ltd.	\$ 64,363.20
Securitas Electronic Security (Canada) Inc.	\$ 71,042.61
Pinder's Lock & Security Inc.	\$ 72,691.63
UTC Fire & Security Inc. O/A Chubb Edwards	\$ 75,755.23
Xpera Technical Services	\$ 76,319.97
DBS Security Solutions Ltd.	\$ 81,331.68
Detect Investigation & Security	\$ 82,944.32
Life Safety Fire & Security Solutions	\$ 84,525.57

PRICE SUMMARY (Inclusive of HST) Continued

Johnson Controls Canada LP	\$ 85,616.79
Underwriters Security Controls	\$ 87,401.66
Stanley Convergent Security Solutions	\$100,737.31
RYCOM Corporation	\$102,213.22
RDSC inc.	\$142,397.84

ENVIRONMENTAL CONSIDERATIONS

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



STAFF AWARD REPORT

To:	Phoebe Fu, Director of Asset Management
Re:	041-T-16 Shingle Roof Replacement at Fire Station 97
Date:	April 13, 2016
Prepared by:	Michael Ryan, Facility Engineer, Ext. 2563 Flora Chan, Senior Buyer, Ext. 3189

PURPOSE

To obtain approval to award the contract for shingle roof replacement at Fire Station 97 (209 Main Street).

RECOMMENDATION

Recommended Supplier	Trinity Roofing Ltd. (Lowest Priced Supplier)	
Original Budget and Account #	\$ 1,000,700.00	Roofing Replacement Projects, 750-101-5399-16202
Current Budget available for this item	\$ 52,000.00	Budget allocated for this award
Less cost of award	\$ 47,165.76	Cost of Award (Inclusive of HST Impact)
	\$ 4,716.58	10% Contingency
	\$ 51,882.34	Total Award (Inclusive of HST Impact)
Budget Remaining after this award	\$ 117.66	*

*The remaining budget in the amount of 117.66 will be returned to the original funding source.

BACKGROUND

The shingles on this roof are showing signs of degradation (shingle curling). If left unaddressed there could be widespread roof leaks which may disrupt building operations and cause potential health risks (i.e. mold). As such before leakage does occur we recommend that this roof be replaced to maintain the asset and to ensure continuous operation of the facility. Allowances have been made to replace wood sheathing that may be damaged by wood rot or that may be contaminated with mold.

Upon approval, the work will start in May with an estimated completion timeline of July weather permitting.

BID INFORMATION

Advertised	ETN
Bid closed on	March 17, 2016
Number picking up document	11
Number responding to bid	6

PRICE SUMMARY (Inclusive of HST Impact)

Suppliers	Bid Price
Trinity Roofing Ltd.	\$ 47,165.76
Triumph Aluminum & Sheet Metal Inc.	\$ 58,403.12
Nortex Roofing Ltd.	\$ 58,512.00
Atlas-Apex Roofing Inc.	\$ 95,491.58
Applewood Roofing & Sheet Metal Ltd.	\$110,409.60
Sproule Specialty Roofing Ltd.	\$136,215.94

ENVIRONMENTAL CONSIDERATIONS

Water leaks through the roof will reduce the thermal resistance of the insulation below. This will increase the amount of energy needed to heat and cool the facility. By completing the work this will mitigate the risk of roof leakage



STAFF AWARD REPORT

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To:	Andy Taylor, Chief Administrative Officer
Re:	050-T-16 Interlock Repairs
Date:	March 17, 2016
Prepared by:	Mike Brady, Supervisor, Contract Administration, ext. 2316 Patti Malone, Senior Buyer, ext. 2239

PURPOSE

To obtain approval for interlock repairs for one (1) year with the option to renew for an additional three (3) years at the same itemized pricing.

RECOMMENDATION:

Recommended Supplier	Lancoa Contracting Inc. (Lowest Priced Supplier)	
Current Budget Available	\$ 355,501.00	Estimated Cost of Purchase - See financial section below
Less cost of award	\$ 355,498.56	2016 Inclusive of HST
	\$ 355,498.56	2017 Inclusive of HST*
	\$ 355,498.56	2018 Inclusive of HST*
	\$ 355,498.56	2019 Inclusive of HST*
	\$ 1,421,994.24	Total Award Inclusive of HST
Budget Remaining after this award	\$ 2.44	**(\$355,501 - \$355,498.56)

* Subject to Council approval of the annual operating budgets.

Note: The 2019 prices will be subject to an escalation allowance based on the Consumer Price Index (CPI), Canada All-items, for the previous twelve (12) month period December to December (not exceeding a 3% increase).

BACKGROUND

The work is part of the asphalt resurfacing program and includes the interlocking repair of boulevards, island treatments, driveway/walkway repairs, new installation work and the resetting of driveway borders.

BID INFORMATION

Advertised	ETN (Electronic Tendering Network)
Bids closed on	March 10, 2016
Number picking up bid documents	29
Number responding to bid	15

PRICE SUMMARY (INCLUDING HST)

Suppliers	Bid Price
Lancoa Contracting	\$355,498.56
Grand Mac	\$373,537.56
Kings Valley	\$396,762.24
Nationwide Paving	\$391,674.24
Metro Asphalt	\$438,229.44
Mardane	\$440,417.28
Serve Construction Ltd.	\$455,070.72
Forest Ridge	\$574,589.88

PRICE SUMMARY (including HST) Continued

Suppliers	Bid Price
Euro Landscape	\$630,492.75
Tri-capital Construction	\$721,071.36
VTA Construction	\$771,340.80
Markham Property	\$794,694.72
MTM Landscaping	\$815,606.40
Mopal Construction	\$886,736.64
Forest Contractors	\$1,005,159.84

Note: Compared to the previous contract (2013-2015) the price has increased by 25%.

FINANCIAL TABLE

Account Name	Account #	Budget Amount	Budget Available	Amount Allocated to this Award	Cost of Award	Budget Remaining
2015 Interlock	050-6150-15604-005	115,000.00	2,450.36	2,450.00	2,449.98	0.02
2016 Interlock	050-6150-16263-005	252,384.00	252,384.00	252,384.00	252,382.27	1.73
John Street Median	050-6150-16155-005	147,300.00	147,300.00	88,200.00	88,199.39	0.61
2015 Boulevard Repairs	700-101-5399-15197	51,800.00	12,467.50	12,467.00	12,466.91	0.09
Totals:		566,484.00	414,601.86	355,501.00	355,498.56	2.44

The unit price increase of 25% is potentially driven by an overall 32% reduction in volume of work compared to the previous contract. The reduced volume is reflective of recent years' volume of interlock repair work required based on the type of roads being rehabilitated.

The increased unit cost for this contract is offset by a reallocation of funds within the Roads Rehabilitation Program. The Roads Rehabilitation Program consists of components including Asphalt Resurfacing, Curb & Sidewalk, AC Index, Route & Seal, Interlock, Contract Admin, Material Testing, Road Preservation and Steel. The AC index component has been trending lower due to the declining AC prices (2014-2015 average actual was \$92,800). As such, there is an opportunity to reallocate \$91,440 from the AC index component of the Roads Rehabilitation budget (from \$208,099 to \$116,659) to the Interlock component to meet service levels. This reallocation will not affect the overall Roads Rehabilitation Program budget.



STAFF AWARD REPORT

To:	Andy Taylor, Chief Administrative Officer
Re:	061-Q-16 Supply and Delivery of Personnel Protective Clothing
Date:	May 5, 2016
Prepared by:	Shahid Rehman, Inventory Control Coordinator, Ext. 4005 Patti Malone, Senior Buyer, Ext. 2239

PURPOSE

To obtain approval to award the contract for the supply and delivery of personnel protective clothing for one (1) year with option to renew for an additional two (2) years at the same itemized pricing.

RECOMMENDATION

Recommended Supplier	AGO Industrial Inc. (Lowest Priced Supplier)	
Current Budget Available	\$ 35,100.00	700-998-4260 Uniforms
Less cost of award	\$ 35,855.87	May 1-Dec 31, 2016 Inclusive of HST *
	\$ 35,855.87	Jan 1-Dec 31, 2017 Inclusive of HST *
	\$ 35,855.87	Jan 1-Dec 31, 2018 Inclusive of HST*
	\$ 107,567.61	Total Award Inclusive of HST
Shortfall after this award	(\$ 755.87)	**

* Subject to Council approval of the annual 2017-2018 operating budget.

** The shortfall in the amount of (\$755.87) will be offset by favourable variance within the materials and supplies operating account.

BACKGROUND

The Operations Department (Parks & Roads) is obligated to ensure staff are equipped with Personnel Protective Equipment (PPE) under the Occupational Health and Safety Act. To ensure compliance with the OHSA, Staff is provided with the required PPE equipment to perform their duties and clothing which has protective reflective stripping to ensure visibility, both day and night, clothing to protect them from climatic conditions, and provide additional visibility when working in traffic or near equipment.

BID INFORMATION

Advertised	ETN
Bid closed on	March 2, 2016
Number picking up document	41
Number responding to bid	4

PRICE SUMMARY (Inclusive of HST)*

Suppliers	Price inclusive of HST
AGO Industrial Inc.	\$35,855.87
Futura Work Wear Safety-Tech Inc.	\$36,142.70
International Safety	\$38,054.29
Canadian Bearings	\$15,783.95*

*Canadian Bearings only submitted a bid for 22 of the 44 items, of which 10 items did not meet our specification.

Note: The bid document identified 44 different types of clothing requirements (Vests, T-Shirts, Jackets, and Pants) with various size requirements (small to 5XL). As compared to the 2013-2015 contract, prices received under the 2016-2018 contract have increased by 17%. However, these prices will remain the same for 3 years (2016-2018).

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

To:	Andy Taylor, Chief Administrative Officer
Re:	085-T-16 Supply and Delivery of Four Compact Passenger Vans and One Compact Cargo Van
Date:	April 14, 2016
Prepared by:	Laurie Canning, Manager, Fleet and Suppliers, ext. 4896 Patti Malone, Senior Buyer, ext. 2239

PURPOSE

To obtain approval to award the contract for supply and delivery of four (4) compact passenger vans and one (1) compact cargo van.

RECOMMENDATION

Recommended Supplier	Blue Mountain Chrysler Ltd. (Lowest Priced Supplier)	
Current Budget Available	\$ 116,856.34	See Financial Considerations
Less Cost of Award	\$ 103,920.36	Inclusive of HST
Budget Remaining After This Award	\$ 12,935.99	*

* \$4,500.00 of the remaining amount of \$12,935.99 will be utilized for markhamization costs, and the shortfall in the amount of (\$2,256.07) for unit 2183 will be funded from the Waterworks Capital Contingency. The remaining balance of \$10,692.06 (\$12,935.99-\$4,500.00+\$2,256.07) will be returned to the original funding source.

BACKGROUND

Tender 085-T-16 was issued for the supply and delivery of four compact passenger vans and one compact cargo van replacing units in Operations, Fire & Emergency Services and Waterworks. The vehicles identified for replacement in this report were identified in the 2015 and 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: 1271, 3320, 9402, 9403 and 2183 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	April 8, 2016
Number picking up bid documents	15
Number responding to bid	6

PRICING SUMMARY (Including HST)**Four Compact Passenger Vans (units 1271, 3320, 9402 and 9403)**

Suppliers	Description	Qty	Price (Each)	Extended Price
Blue Mountain Chrysler Ltd.	Dodge Journey	4	\$19,621.36	\$78,485.45
Barrie Chrysler	Dodge Caravan	4	\$21,924.19	\$87,696.77
Kia of Richmond Hill	Kia Sedona	4	\$27,678.72	\$110,714.88
MB Peterborough Inc.	Mercedes Benz Metris	4	\$43,444.35	\$173,777.38

PRICING SUMMARY (Including HST) Continued**One Compact Cargo Van (unit 2183)**

Suppliers	Description	Qty	Price (Each)	Extended Price
Blue Mountain Chrysler Ltd.	Ram Promaster City	1	\$25,434.91	\$25,434.91
East Court Ford Lincoln	Ford Transit Connect	1	\$27,617.56	\$27,617.56
Barrie Chrysler	Ram Promaster City	1	\$27,755.04	\$277,755.04
Donway Ford Sales Ltd.	Ford Transit Connect	1	\$28,161.06	\$28,161.06
MB Peterborough Inc.	Mercedes Benz Metris	1	\$38,000.19	\$38,000.19

FINANCIAL CONSIDERATIONS

Project and Account #	Units # being replaced	Description	Budget Allocation	Cost of the Award (Incl. HST)	Markhamizing Costs	Budget Remaining
2015 Corp Fleet Replacement Program - Non Fire 057-6150-15241-005	1271 & 3320	COMPACT PASSENGER VAN	40,704.85	39,242.72	1,000.00	462.13
2015 Corp Fleet Replacement Program - Fire 057-6150-15240-005	9403	COMPACT CARGO VAN FWD	24,679.25	19,621.36	1,000.00	4,057.89
2016 Corp Fleet Replacement Program - Fire 057-6150-16181-005	9402	COMPACT PASSENGER VAN	26,793.41	19,621.36	1,000.00	6,172.05
2016 Waterworks Fleet Replacement 057-6150-16185-005	2183	COMPACT CARGO VAN FWD	24,678.84	25,434.91	1,500.00	(2,256.07)
Total			116,856.34	103,920.35	4,500.00	8,435.99

Markhamizing costs include items such as roof mounted amber strobe lights, graphics, 2 way radio equipment, cargo partitions and computer mounts and wiring.



STAFF AWARD REPORT

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To:	Brenda Librecz, Commissioner, Community and Fire Services
Re:	055-Q-16 Consulting Services to Develop a Strategic Plan and Brand Review for the Flato Markham Theatre
Date:	April 11, 2016
Prepared by:	Eric Lariviere, Manager, Markham Theatre ext. 7546 Leanne Lee, Senior Buyer ext 2025

PURPOSE

To obtain approval to award the contract for a consultant to develop a 2016–2020 Strategic Plan and Brand Review for the Flato Markham Theatre.

RECOMMENDATION

Recommended Supplier	Interkom Inc. (Highest Ranked/Lowest Priced Supplier)	
Current Budget Available	\$ 75,000.00	510-101-5399-15643 (Theatre 2016-2020 Plan)
Less cost of award	\$ 66,144.00 <u>\$ 6,614.40</u> \$ 72,758.40	Cost of Award <u>10% Contingency</u> Total Project Cost (Inclusive of HST)
Budget Remaining after this award	\$ 2,241.60	**

** The balance remaining of \$2,241.60 will be returned to the original funding source.

BACKGROUND

The purpose of this project is to request services from a qualified and experienced consulting team to develop the Theatre's 2016-2020 Strategic Plan and conduct a Brand Review.

To facilitate the Strategic Plan, the consultant will perform the following

- Assess the Theatre's current operations (including programs, services, resources, infrastructure);
- Review the competitive landscape for the live performing arts sector, venues and operations;
- Devise a measurable, multi-year Strategic Plan to ensure the Theatre is meeting community and live performing arts at maximum capacity that delivers financially sound results.

To conduct a Brand Review for the Theatre, the consultant will:

- Perform a comprehensive analysis of the Theatre's brand, brand management and marketing effectiveness
- Create a recommendations report to ensure the Theatre's brand is best in class while pursuing opportunities for growth, including:
 - product (programs and services), experience, identity, association
 - marketing effectiveness and
 - end-to-end customer touch-points

In awarding this project to Interkom, the consultant will assist in ensuring that Markham's Theatre live arts experiences and services are maximized in terms of culture, diversity and economic opportunity. The strategic plan and brand review will focus on plans that will support the continued growth and evolution of the Theatre on a best-in-class basis.

The Theatre is under considerable pressure to maintain current spending levels. The delivery of performing arts programs and services involve sustained investment in the operation and capacity-building initiatives. New funding requirements and/or initiatives must be identified through viable options for Theatre-driven revenue sources, public and private sources, or identify funding sources rationalized by business case

BACKGROUND (Continued)

The Strategic Plan will include the following components:

- Situational Analysis
- Strategic Plan Process
- Vision, Mission, Values/Guiding Principles
- Strategic Priorities
- Budget/Cost Implications
- Forecasted Impact
- Theatre's Strategic Plan mapped to City's overall priorities.

The Brand Review will include the following components:

- Brand Identity & Assets
 - Logo
 - Brand style guidelines
 - Theatre environment
 - Owned media
 - Corporate sponsorship program
- Marketing & Outreach Channels
 - Customer retention tools
 - Customer acquisition experience
 - Earned media
 - Paid media (traditional & digital)
 - Digital marketing
 - Event marketing
 - Cross-promotions
- Database Management
 - General database
 - E-database

BID INFORMATION

Advertised	ETN
Bid closed on	Tuesday February 23, 2016
Invite Only	6
Number responding to bid	2

PROPOSAL EVALUATION

The Evaluation Team was comprised of staff from the Flato Markham Theatre Staff with Purchasing Staff acting as the facilitator. The proposals were evaluated based on pre-established evaluation criteria as listed in the RFQ: 30% Qualifications and Experience of the Consulting Firm; 20% Demonstrated Understanding of the Project; 30% Project Management and 20% Price, totaling 100%.

Suppliers	Total Score	Ranking
Interkom Inc	91.00	1
Novita Interpares Limited	66.73	2

Bid Prices were \$64,144 and \$68,688 excl. tax respectively.

DISCUSSION

Interkom Inc. proposal best satisfies the strategy's requirements. Furthermore, the consultant team has recently completed a similar strategy for St. Catharines and Burlington Performing Arts Centre. Their sound experience in developing strategic plans along with their branding expertise was key determinants for staff to award this plan to Interkom. Staff is confident that Interkom Inc. will provide services satisfactory to the City of Markham.

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To:	Andy Taylor, Chief Administrative Officer
Re:	258-S-15 Citywide Maintenance Services for Electronic Security Systems
Date:	April 13, 2016
Prepared by:	Amaris Liu, Asset Management Facility Coordinator, Ext. 3526 Flora Chan, Purchasing, Senior Construction Buyer Ext. 3189

PURPOSE

To obtain approval to award contract for City-wide Maintenance Services on an as required basis for Electronic Security Systems for FIVE (5) years.

RECOMMENDATION

Recommended Supplier	Diebold Company of Canada Limited (Non-competitive procurement)	
Current Budget Available	\$ 25,771.74	(See financial considerations)
Less cost of award	\$ 21,680.99	Year 1 - 2016
	\$ 21,680.99	Year 2 - 2017
	\$ 21,680.99	Year 3 - 2018
	\$ 21,680.99	Year 4 - 2019
	\$ 21,680.99	Year 5 - 2020
	\$ 108,404.95	Total Award with HST Impact
Budget Remaining after this award	\$ 4,090.75	** (\$25,771.74 - \$21,680.99)

*Subject to Council approval of the annual operating budgets.

**The projected favourable variance of \$4,090.75 is based on the historic 3-year average of 200 hours. Therefore, the projected volume of 200 hours is subject to change based on actual requirements. The favourable variance at year-end, if any, will be included as part of the year-end results of operations.

Staff further recommends:

That the City's tender process be waived in accordance with Purchasing By-Law 2004-341, Part II, Section 7 (g) where it is in the City's best interest not to solicit a competitive bid.

BACKGROUND

Based on the City's aging security infrastructure and the requirement for minimal downtime of the security system, Staff recommend entering into a maintenance service agreement with Diebold Company of Canada Limited ("Diebold") in order to improve response times and reduce costs.

The scope of work includes:

- preventative maintenance for electronic access control systems, CCTV Systems, Alarms Systems
- inspection, troubleshooting and adjustments made to intrusion alarm, access and video parts,
- priority response time of 4 hours for service calls

For over 20 years, Diebold has serviced and developed the City's security system infrastructure to its current level complexity. Diebold has acquired the knowledge to effectively manage, diagnose, troubleshoot and repair security equipment (both hardware and software).

Currently, Diebold is called into the City on an as required basis and invoices the City based on an hourly rate. However, since the City has no service agreement with Diebold, we have seen an increase in service response time and downtime of our security equipment.

Summary - the number of service calls for electronic security systems

<u>Year</u>	<u># of calls</u>	<u>Total Hrs Invoiced</u>	<u>Cost to the City</u>
2013	57	194	\$ 24,938.00
2014	53	175	\$ 22,502.18
2015	81	232	\$ 29,746.48
Average	64	200	\$ 25,771.74

Note: The hourly rate over these 3 years has been \$128.22/hr (Inclusive of HST)

OPTIONS/DISCUSSIONS

Asset Management and Purchasing Staff completed a spend analysis process on this service requirement by collecting, classifying and analyzing expenditure data with the purpose of reducing procurement costs and improving efficiency. Staff analyzed the service and patterns of the expenditures for three years.

Through negotiations and from this approval to enter into a five (5) year service agreement, the City will be able to receive a quicker response time, increased preventative maintenance work and an hourly rate of \$107.87/hr (inclusive of HST).

Based on the historical 3 year average of 200 hours, it is anticipated that there will be a favourable variance of \$4,090.75 over our current service pricing, subject to change based on actual requirements.

FINANCIAL CONSIDERATIONS

Account Name	Account #	Amount to allocate as per Award
Civic Centre Security	750-751-5412	\$10,000.00
8100 Security	750-757-5412	\$ 3,480.99
555 Miller	750-753-5410	\$ 2,500.00
Central Parks	730-743-5414	\$ 500.00
Unionville Library	998-600-5410	\$ 500.00
Markham Village Library	998-300-5410	\$ 500.00
Thornhill, Unionville, and Markham Recycling Depots	770-472-5414	\$ 600.00
Fire Station 93	750-750-5465	\$ 200.00
Fire Station 98	750-750-5478	\$ 200.00
Fire Station 99	750-750-5463	\$ 200.00
Cornell Community Centre	505-921-5414	\$ 750.00
Centennial Community Centre	503-921-5414	\$ 750.00
Angus Glen Community Centre	504-921-5414	\$ 750.00
Pan Am Centre	506-921-5414	\$ 750.00
Total		\$21,680.99

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To:	Andy Taylor, Chief Administrative Officer
Re:	225- T-15 Read's Corner Park - Construction
Date:	April 08, 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 Read's Corner Park.

RECOMMENDATION

Recommended Supplier	Mopal Construction Ltd. (Lowest Priced Supplier)	
Current Budget Available	\$ 624,500.00	081 5350 15304 005 East Cathedral Park (Read's Corner) - Construction
Less cost of award	\$ 449,285.66	Construction
	\$ 35,952.85	Contingency (8%)
	\$ 485,228.52	Total (Inclusive of HST)
	\$ 43,670.57	Internal Management Fee @ 9%
	\$ 528,899.08	Total Cost of Award (Inclusive of HST)
Budget Remaining after this award	\$ 95,600.92	*

* Remaining balance of \$95,600.92 will be returned to the original funding source.

BACKGROUND

Read's Corner Park is located at 8 Cecil Nichols Avenue, located south of Campus Close between Woodbine Avenue and Hazelton Avenue.

The project involves the construction of landscaping works, which includes the following overview of project scope:

- Site protection/ tree protection barrier
- Demolition, removals
- Erosion control
- Clearing and grubbing
- Rough grading and excavation
- Concrete paving c/w detectable warning plates
- Limestone screens paving
- Shade structure
- Site furnishings
- Playground equipment
- Sand playground safety surface
- Site servicing
- Sub-surface drainage system c/w connections to CB
- Fine grading and topsoil application
- Tree planting
- Sod restoration

BID INFORMATION

Advertised	ETN
Bid closed on	March 29, 2016
Number picking up document	22
Number responding to bid	14

PRICE SUMMARY

Suppliers	Bid Price (Inclusive of HST)
Mopal Construction Ltd.	\$ 449,285.66
Melfer Construction Inc.	\$ 469,671.93
Cambium Site Contracting Inc.	\$ 491,457.04
Gateman Milloy Inc.	\$ 516,276.69
Rutherford Contracting Ltd.	\$ 527,263.96
Loc-Pave Construction Ltd.	\$ 544,416.00
Forest Ridge Landscaping Inc.	\$ 564,305.82
C&C Built Right Ltd.	\$ 566,740.28
Hawkins Contracting Services Limited	\$ 571,250.31
Patterned Concrete Ontario Inc.	\$ 588,966.53
Lomco Limited	\$ 628,398.53

The project is expected to be completed by October 2016 and the Operations Department has been consulted during the process.

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)

OPERATION AND MAINTENANCE 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 Read's Corner Park is 0.75 hectares and the budgeted cost per hectare is \$8,602/ha. Therefore the annual operating and maintenance impact is approximately \$6,452 (0.75 x \$8,602/ha). This operating increase will be added to the 2017 Operating budget, subject to Council approval.



STAFF AWARD REPORT

Page 1 of 2

To:	Jim Baird, Commissioner, Development Services
Re:	288-T-15 Water, Sanitary and Storm Sewer Connections at Various Locations
Date:	April 1, 2016
Prepared by:	Kay Man Poon, Manager, Municipal Inspections, Ext. 2897 Tony Casale, Senior Construction Buyer, Ext. 3190

PURPOSE

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

RECOMMENDATION

Recommended Supplier (s)	NSJ Waterworx Group Ltd. (Lowest Priced Supplier - 4 locations) Vertical Horizons Contracting Inc. (Lowest Priced Supplier - 1 location)	
Less Cost of Award	\$ 59,376.00 <u>\$ 7,718.88</u> \$ 67,094.88	Cost of award (Excl. of HST)* HST (13%) ** Total Cost of Award

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

**The City will be collecting the tendered cost and the 13% HST from the homeowners for the service connections.

BACKGROUND

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

- 22 Ida Street – Water, sanitary and storm sewer connections
- 10 Trumpour Court – Water, sanitary and storm sewer connections
- 21 Windridge Drive – Sanitary and storm sewer connections
- 74 Highland Park Blvd. – Water connection
- 34 Summerfeldt Crescent - Water, sanitary and storm sewer connections

BID INFORMATION

Advertised	ETN
Bids closed on	March 31, 2016
Number picking up bid documents	14
Number responding to bid	9*

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

PRICE SUMMARY (Exclusive of HST)

Description	22 Ida Street	10 Trumpour Court	21 Windridge Drive	74 Highland Park Blvd.	34 Summerfeldt Crescent
NSJ Waterworx Group Ltd.	\$16,200	\$15,200	\$13,200	\$2,250	\$13,550
FDM Contracting Co. Ltd.	\$25,300	\$17,350	\$14,750	\$3,400	\$17,350
Vertical Horizons Contracting Inc	\$48,812	\$44,607	\$12,176	\$2,638	\$15,994
V.M. DiMonte Construction Limited	\$36,850	\$24,350	\$15,600	\$4,100	\$19,300
Trisan Construction	\$34,528	\$36,180	\$23,604	\$11,874	\$30,444
Morretti Excavating Limited	\$41,350	\$45,750	\$30,600	\$13,500	\$40,250
Ontario Water Werx Inc.	\$43,275	\$45,195	\$30,225	\$14,325	\$40,950
J. Hoover Ltd.	\$92,650	\$85,296.65	\$64,000	\$21,000	\$69,000



STAFF AWARD REPORT

Page 1 of 2

To:	Biju Karumanchery, Director, Planning and Urban Design
Re:	294-Q-15 Landscape Architectural Consulting Services for Leitchcroft Community Park – Phase 2
Date:	March 23, 2016
Prepared by:	Morteza Behrooz, Project Mgr, Park Development Planning and Urban Design Ext.5757 Rosemarie Patano, Senior Construction Buyer Ext. 2990

PURPOSE

To obtain approval to award the contract for Landscape Architectural Consulting Services for Leitchcroft Community Park – Phase 2

RECOMMENDATION

Recommended Supplier	Cosburn Giberson Landscape Architects Inc. (Lowest Priced Supplier)	
Current Budget Available	\$ 61,040.00	See 'Financial Considerations'
Less cost of award	\$ 51,149.66	Total award (Inclusive of HST)*
	\$ 3,580.48	Contingency @ 7%
	\$ 54,730.14	Total Cost of Award
	\$ 4,925.71	Internal Project Management (9%)
	\$ 59,655.85	Total project cost
Budget after this award	\$ 1,384.15	**

*Recommended award excludes Part 'A' –Community Consultation (as allowed in the RFQ document); this work will be completed by Staff.

** The remaining budget in the amount of \$1,384.15 will be returned to the original funding source.

BACKGROUND

Leitchcroft Community Park-Phase 2 is located at the intersection of South Park Road and Saddlecreek Drive. The size of this park is approximately 0.89 hectares (2.19 Ac.). This park is an extension of the existing Leitchcroft park located east of this park block with soccer field, band shell, tennis courts, basketball/multi use play court, skate-park and other park amenities.

The anticipated program elements for the park, is subject to community consultation and approval are:

- Parking lot
- Junior and senior playground
- Washroom Building (men/women accessible washroom facility)*
- Modest dog-off-leash area
- Lawn
- Seating
- Walkways and associated landscaping

* An architect will be retained by the City to design the washroom building (and is not included with this RFQ).

The new park design should complement the existing park program and other landscape design elements. In addition, the consultant should be cognizant of the future land-use and proposed design elements within the adjacent land development west of the park block. It is anticipated that this land parcel may be developed as a school, however this proposal is currently under planning review.

BACKGROUND (Continued)

A public information meeting will be held as a starting point of the design development process. The park concept plan(s) will be presented to the public to finalize the park facilities and programs. It is important that the ultimate park plan recognizes and enhances the character and aesthetic of the Leitchcroft Community.

Upon approval of the final design, the successful proponent will undertake design development, preparation of working drawings, construction documents, contract administration and warranty services.

BID INFORMATION

Advertised	By Invitation
Bids closed on	March 16, 2016
Number picking up bid documents	5
Number responding to bid	5

PRICE SUMMARY

Suppliers	Part A+ Part B +Part C+Part D (Inclusive of HST)*	Part B+Part C+Part D (Inclusive of HST)**
Cosburn Giberson Landscape Architects Inc.	\$ 55,718.69	\$ 51,149.66
G.O'Connor Consultants Inc.	\$ 64,384.16	\$ 56,686.02
Johnson Sustronk Weinstein + Associates	\$ 71,740.80	\$ 62,607.84
PMA Landscape Architects Ltd.	\$ 102,123.28	\$ 88,334.80
Cosburn Nauboris Limited	\$ 121,603.20	\$ 103,032.00

*Evaluation of the bids is based on Part A+ Part B+ Part C+ Part D

** Recommended award excludes Part 'A' –Community Consultation (as allowed in the RFQ document); this work will be completed by Staff.

Landscape architectural services shall include typical full scope of services, with substantial performance of constructed works by Fall 2017 subject to Council approval of construction funds. The vendor shall remain retained under this Award for a two (2) year warranty period after Substantial Completion to complete warranty inspection and handover services.

FINANCIAL CONSIDERATIONS

Account Name	Account #	Budget Available	Cost of Award	Budget Remaining
Leitchcroft Community Park, Phase 2- Design	081-5350-16031-005	56,000.000	\$54,730.14	\$1,269.86
Design Internal Project Management	081-5350-16028-005	\$5,040.00	\$4,925.71	\$114.29
Total		\$61,040.00	\$59,655.85	\$1,384.15

* The remaining budget in the amount of \$1,384.15 will be returned to the original funding source.

ENVIRONMENTAL CONSIDERATIONS

- Maximizing new tree plantings to support design;
- Minimizing light pollution;
- Balanced cut and fill of earthwork.



STAFF AWARD REPORT

Page 1 of 2

To:	Andy Taylor, Chief Administrative Officer
Re:	054-R-16 Detailed Design Services for the 2016 Sidewalk Program
Date:	March 30, 2016
Prepared by:	Dereje Tafesse, Capital Works Engineer ext. 2034 Tony Casale, Senior Construction Buyer, ext. 3190

PURPOSE

To obtain approval to award the contract for detailed design services for the 2016 Sidewalk Program.

RECOMMENDATION

Recommended Supplier	Morrison Hershfield Limited (Highest Ranked/Lowest Priced Supplier)	
Current Budget Available	\$ 255,000.00	083 5350 16049 005 Sidewalk Program
Less cost of award	\$ 203,677.73	(Incl. of HST)
	\$ 20,367.77	Contingency @ 10%
	\$ 224,045.50	Total (Incl. of HST)
	\$ 29,885.46	Internal Management Fee
	\$ 253,930.96	Total Cost of Award (Incl. of HST)
Budget Remaining after award	\$ 1,069.04	*

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

BACKGROUND

The City of Markham administers the sidewalk and street light program along regional roads and local collector roads. The City has developed an annual sidewalk construction program to facilitate a safe and reliable sidewalk. This award is part of the sidewalk & illumination program and includes the following areas:

Sidewalk

1. Gibson Road (Warden Ave to Ferrier St.)
2. Rose Way (Regionals Cres to 9th Line)
3. Markham Rd (Denison Rd to New Delhi Dr.)
4. Markham Rd (Kirkham Rd to 7635 Markham Rd)
5. Markham Rd (Esso D/Way to Old Wellington St.)
6. Shields Crt (Woodbine Ave to South End)
7. Kennedy Rd (Major MacKenzie Dr to Angus Glen GC D/Way)
8. Steel Valley (Bayview Ave to West End)

Sidewalk & Illumination

- 16th Avenue (Yorkton Blvd to Warden Ave)
- Clegg Rd. (Rodick Rd to South Town Centre)

It is anticipated that design services will commence in April and be completed in August 2016.

BID INFORMATION

Advertised	ETN
Bids closed on	March 10, 2016
Number picking up bid documents	11
Number responding to bid	2

Purchasing staff contacted suppliers that picked up the Bid but did not submit a bid and suppliers that responded provided the following feedback; two suppliers advised they were too busy, one supplier advised the scope of work was too large and one supplier advised they could not submit a work plan and cost that would be competitive.

PROPOSAL EVALUATION

The Evaluation Team was comprised of staff from the Engineering Department and facilitated by staff from the Purchasing department. The proposals were evaluated based on pre-established evaluation criteria as listed in the RFP document: Qualifications and Experience of the Consulting firm (15%), Qualification and experience of Project Manager and Team (15%), Project Methodology, Scheduling and Work Plan (40%) and Price (30%), totaling 100%.

Suppliers	Technical (70 points)	Price (30 points)	Total Score (100 points)	Overall Ranking
Morrison Hershfield Limited	48	30	78	1
Stantec Consulting Ltd.	54	8.97	62.97	2

Note: Bid prices ranged from to \$203,677 to \$346,468 inclusive of HST.

Note: Due to past performance issues with the winning supplier, Staff from the Engineering and Purchasing departments met with Morrison Hershfield and received assurances that the project will meet the City's expectations. Staff will conduct performance evaluations at 30%, 60% and 90% design completion to ensure satisfactory performance throughout the project.



STAFF AWARD REPORT

Page 1 of 2

To:	Andy Taylor, Chief Administrative Officer
Re:	074-S-16 Woodbine By Pass Street Tree Planting
Date:	April 8, 2016
Prepared by:	Catherine Jay, Manager Urban Design, Ext. 2520 Rosemarie Patano, Senior Construction Buyer, Ext. 2990

PURPOSE

To obtain approval to award the contract to plant 200 trees to plant 200 street trees along the Woodbine By Pass.

RECOMMENDATION

Recommended Supplier	Regional Municipality of York (Non Competitive Procurement)	
Available Funding	\$ 100,000.00	620-101-5399-1443 'Developers' Agreements Landscaping Miscellaneous'
Cost of award	\$ 100,000.00	Total Cost of Award (Inclusive of HST)
Funding remaining	\$ 0.00	

Staff recommends:

THAT the tendering process be waived in accordance with Purchasing By-Law 2004-341, Part II, Section 7 Non Competitive Procurement Item: Item 2(d) Tenders, Requests for Proposal and Requests for Quotation may not be required for goods and services to be provided by Municipalities and special purpose bodies within the City when similar goods or are not available from any other source.

BACKGROUND

Early in 2016, York Region advised the City of Markham that they would be undertaking street tree planting within the Woodbine By-Pass right of way. City staff has been negotiating with the Region on the design and implementation details. Due to the extent of the required planting, York Region has proposed that Markham partner with the Region to provide these trees.

In May 2014 concerns were raised by Cathedral Town residents regarding the lack of shade and protection of the Multi-use pathway (MUP) along the east side of the Woodbine By-Pass. City Staff have been working with the Region to prepare a tree planting solution.

The Cathedral Community Design Plan was approved in 2005 and specified that a "double row" of trees be planted along the Woodbine By-Pass. A single row of tree planting was achieved through approved plans of subdivision on private and municipal lands and a single row was agreed to be planted in the Regional Boulevard by the Region. To date this approach has not been fully implemented along the By-Pass where adjacent to storm ponds, future employments lands and where plans of subdivisions are not yet approved and/or where servicing easements and a MUP did not permit.

DISCUSSION

Staff have reviewed the Region's street tree planting proposal and carried out a site visit with Regional Staff. It was determined that street trees were absent in the areas as described above. The Region has agreed to finance the tree planting in these areas. Markham would like to pursue to a partnership in order to complete the planting of a double row of trees in order to address the requirement of shade and protection in the area of the MUP (as raised by residents). Based on the proposal, staff recommends providing the Region a lump sum of \$100,000 to contribute to one third of the overall project budget of \$310,338 (\$210,338 Region and \$100,000 City of Markham). This partnership provides both good value and benefit to the City for the following reasons:

DISCUSSION (Continued)

- Woodbine is a Regional Road; however this partnership allows Markham staff to provide input into the selection of species, size and location of tree plantings and supports the provision of enhanced street tree plantings;
- The partnership will help ensure that the tree planting is completed quickly (intended for spring/summer of 2016) by the Region and at one time instead of being phased over 2 or 3 years (for the majority of the Woodbine By-Pass right-of-way);
- This tree planting will help improve the public realm providing shade, a better wind break and increase tree canopy along the existing Multi-Use Path as per the concerns of Cathedral town residents;
- The tree planting will be implemented in accordance with the approved Community Design Plan which identifies the streetscape vision for this area;
- The Region has a high quality tree planting program which will support the long term health of street trees.

The Region's cost per tree is approximately \$900 which includes the tree, full planting trench, proper enriched soils and a 3 year warranty. However, through discussions, the Region has agreed to provide this service at a cost of \$500 per tree (200 trees x \$500 = \$100,000). In comparing this cost to the City's most recent tree planting tender in 2015, the Region's price is \$100 more per tree. However, the City's cost was for a two year warranty and did not include improved soil material which the City will receive under this contract. Further, the Region's price includes contract management, inspection and an additional year of warranty (for a total of three years)

FINANCIAL CONSIDERATIONS

The City contribution amount of \$100,000 inclusive of HST will be provided to the Region and be funded from project #1443, 'Developers' Agreements Landscaping Miscellaneous' for Tree Planting within the Cathedral Town Community along the Woodbine By-Pass.

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

To:	Alan Brown, Director, Engineering
Re:	100-T-16 Water, Sanitary and Storm Sewer Connections at Various Locations
Date:	April 22, 2016
Prepared by:	Kay Man Poon, Manager, Municipal Inspections, Ext. 2897 Tony Casale, Senior Construction Buyer, Ext. 3190

PURPOSE

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

RECOMMENDATION

Recommended Supplier (s)	NSJ Waterworx Group Ltd. (Lowest Priced Supplier - 3 locations) Vertical Horizons Contracting Inc. (Lowest Priced Supplier - 5 locations) FDM Contracting Co. Ltd. (Lowest Priced Supplier - 1 location)	
Less Cost of Award	\$ 71,716.00 <u>\$ 9,323.08</u> \$ 81,039.08	Cost of award (Excl. of HST)* HST (13%) ** Total Cost of Award

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

**The City will be collecting the tendered cost and the 13% HST from the home owners for the service connections.

BACKGROUND

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

- 7 Grenfell Crescent –sanitary sewer connection
- 28 Paramount Road – Water and sanitary sewer connections
- 65 Peter Street – Water, sanitary and storm sewer connections
- 74 Peter Street – Water, sanitary and storm sewer connections
- 76 Chatelaine – Water and sanitary sewer connections
- 110 Highland Park Blvd - Water, sanitary and storm sewer connections
- 110 Morgan Avenue – Water service connection
- 132 Grandview Avenue - Water service connection
- 161 Royal Orchard Boulevard – Water service connection

BID INFORMATION

Advertised	ETN
Bids closed on	April 14, 2016
Number picking up bid documents	8
Number responding to bid	6

PRICE SUMMARY (Exclusive of HST)

Locations	NSJ Waterworx Group Ltd.	FDM Contracting Co. Ltd.	Vertical Horizons Contracting Inc	V.M. DiMonte Construction Limited	Finch Paving	Ontario Water Werx
7 Grenfell Crescent	\$ 8,800	\$ 4,500	\$ 6,303	\$13,600	\$14,099	\$ 6,400
28 Paramount Road	\$15,200	\$11,300	\$ 9,207	\$17,100	\$18,310	\$ 9,600
65 Peter Street	\$15,600	\$15,500	\$15,259	\$21,100	\$20,210	\$18,400
74 Peter Street	\$15,600	\$16,500	\$11,159	\$22,100	\$19,810	\$15,700
76 Chatelaine	\$15,700	\$17,650	\$8,221	\$18,600	\$17,100	\$10,100
110 Highland Park Blvd.	\$15,800	\$17,850	\$12,620	\$23,600	\$21,010	\$15,300
110 Morgan Avenue	\$ 2,750	\$ 4,450	\$ 3767	\$ 4,100	\$ 5,100	\$ 5,500
132 Grandview Avenue	\$ 2,750	\$ 4,450	\$ 3,222	\$ 4,100	\$ 5,020	\$ 3,500
161 Royal Orchard Boulevard	\$ 5,250	\$ 5,550	\$ 6,407	\$ 6,100	\$ 6,020	\$ 9,600