



Report to: General Committee

Report Date: April 1, 2016

SUBJECT: Staff Awarded Contracts for the Month of March 2016
PREPARED BY: Alex Moore, Ext. 4711

RECOMMENDATION:

1. THAT the report entitled “Staff Awarded Contracts for the Month of March 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 March 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 award is to the lowest priced bidder
- 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"> • 275-Q-15 Canopy Renovations at Cornell Community Centre • 003-T-16 Supply of Tandem and Tri-axle Trucks • 004-T-16 Underground Streetlight Cable Replacement/ Repair • 008-T-16 Speed Radar Display Board Deployment • 032-T-16 Supply and Delivery of four (4) Flatbed Trucks • 034-T-16 Supply and Delivery of Seven Mowers • 036-Q-16 Supply and Delivery of Pool Chemicals • 056-Q-16 Roof Access Structure For Markham Pan Am Centre • 059-Q-16 Thornhill Community Centre library Lighting Upgrades
Highest Ranked / Lowest Priced Supplier	<ul style="list-style-type: none"> • 026-R-16 Consulting Engineering Services for Watermain Replacement Program – Design • 004-R-15 Plumbing Service Contract for City Facilities • 077-R-15 Consulting Service for Older Adult Strategy
Second Lowest Priced Supplier	<ul style="list-style-type: none"> • 237-T-15 Replacement of Stairs at the Entrance of Settlers Park
Non-Competitive Supplier	<ul style="list-style-type: none"> • 063-S-14 Supply and Delivery of Firefighter Nomex Station Wear – Contract Extension

Chief Administrative Officer

Award Details	Description
Non-Competitive Supplier	<ul style="list-style-type: none"> • 044-S-16 Firefighter Recruitment Processing Services

Corporate Services

Award Details	Description
Highest Ranked / Second Lowest Priced Supplier	<ul style="list-style-type: none"> • 255-Q-15 Printing and Delivery of Councillors Ward Newsletters

Development Services

Award Details	Description
Lowest Priced Supplier	<ul style="list-style-type: none"> • 209- T-15 Yonge and Colborne Heritage Streetscape Improvements – Construction • 031-Q-16 Landscape Architectural Consulting Services for Greensborough Williamson Road Neighbourhood Park

4/26/2016

X 

Joel Lustig
Treasurer

26/04/2016

X 

Trinela Cane
Commissioner, Corporate Services



STAFF AWARD REPORT

To:	Phoebe Fu, Director, Asset Management
Re:	275-Q-15 Canopy Renovations at Cornell Community Centre
Date:	March 8, 2016
Prepared by:	Henry Tse, Project Manager, ext. 2208 Flora Chan, Senior Buyer, ext. 3189

PURPOSE

To obtain approval to award the contract for the canopy renovations at the Cornell Community Centre.

RECOMMENDATION

Recommended Supplier	Construction and Project Management Inc. (Lowest Priced Supplier)	
Current Budget Available	\$ 57,087.36	70-5350-15641-005 (Cornell CC&L)
Less cost of award	\$ 51,897.60 <u>\$ 5,189.76</u>	(Includes HST) Contingency (10% Includes HST)
	\$ 57,087.36	Total Award Inclusive of HST
Budget Remaining after this award	\$ 0.00	

BACKGROUND

The original design and as-constructed covered walkway between the parking garage and the Cornell Community Centre and Library facility (CCC&L) has a circular roof opening at one section of the walkway. Since the CCC&L commenced operation, facility staff has received numerous complaints about rain and snow falling through the roof opening onto the users of the facility. This project will address the issue by installing a canopy/skylight onto the existing roof opening.

The bid was structured to consider both circular and octagonal skylight option. Staff recommends to adopt the more cost-effective octagonal design. Construction is anticipated to commence in March, and be completed by the end of April.

BID INFORMATION

Advertised	ETN
Bid closed on	February 29, 2016
Number picking up document	68
Number responding to bid	9

PRICE SUMMARY (Inclusive of HST)

Suppliers	Bid Price For circular skylight	Bid Price For octagonal skylight
Construction and Project Management Inc.	\$ 53,932.80	\$51,897.60
Deciantis Construction Ltd	\$ 91,299.07	\$89,263.87
Yorkton Contracting Ltd	\$ 99,633.22	\$93,110.40
Norfield Construction Inc.	\$ 118,041.60	\$119,059.20
MJK Construction Inc.	\$ 135,177.98	\$126,798.05
Celini Construction	\$ 139,878.99	\$120,616.13
MN Dynamic Construction Ltd.	\$ 165,690.21	\$177,281.18
2SC Contracting Inc.	\$ 224,889.60	\$202,502.40
Elite General Contracting & Restorations	\$ 285,467.33	\$259,681.34

ENVIRONMENTAL CONSIDERATIONS

N/A



STAFF AWARD REPORT

Page 1 of 2

To:	Brenda Librecz, Commissioner, Community & Fire Services
Re:	003-T-16 Supply of Tandem and Tri-axle Trucks
Date:	March 8, 2016
Prepared by:	Mike Brady, Supervisor, Contract Administration, ext 2316 Patti Malone, Senior Buyer, ext. 2239

PURPOSE

To obtain approval to award the contract for the supply of tandem and tri-axle trucks on an as required basis for one year with an option for an additional two years at the same itemized hourly rates.

RECOMMENDATION

Recommended Supplier(s)	A & G The Road Cleaners Ltd. (Lowest Priced Supplier) Don Cordingley Gradall Rental Ltd. (Lowest Priced Supplier) Multibobcat Services Ltd. (Lowest Priced Supplier) Rafat General Contractor Inc. (Lowest Priced Supplier)	
Current Budget Available	\$ 108,490.00	See Financial Attachment
Less cost of award	\$ 108,490.00	2016 Inclusive of HST
	\$ 108,490.00	2017 Inclusive of HST*
	<u>\$ 108,490.00</u>	2018 Inclusive of HST*
	\$ 325,470.00	Total award Inclusive of HST
Budget Remaining after this award	\$ 0.00	

* Subject to Council approval of the annual Operating Budgets.

Note: The award is being recommended to all bidders that will provide acceptable equipment in order to maximize the availability of trucks when required.

BACKGROUND

Hired tandem & tri-axle trucks are required to haul materials from 555 Miller Avenue to various landfill sites on a year round basis. The trucks are also used in other activities such as hauling street sweepings, material removed during ditching operations and the hauling of snow during the winter months.

The hourly rate, as set by the City, includes the cost of the equipment, operator, fuel, repair, loading time and travel time. Hourly rates were established by comparison to industry benchmarks. Bidders were requested to bid on the number of the specified trucks available for hiring during the term of the contract as per the following schedule of items:

Item	Description	Hourly Rate
1	Minimum 15 cu. Yd. Capacity Tandem Truck With Operator	\$65.00
2	Minimum 22 cu. Yd. Capacity Tri-Axle Truck With Operator	\$75.00

The rates have remained the same since 2010.

The evaluation criteria for this bid were based on the capability of the suppliers being able to supply trucks that meet our specifications.

BID INFORMATION

Advertised	Electronic Tender Network (ETN)
Bids closed on	February 25, 2016
Number picking up bid documents	13
Number responding to bid	4

PRICING SUMMARY

The following table outlines the number of units (23 tri-axle trucks and 24 tandem trucks) available for hire from each of the companies that bid:

Suppliers	# of Tandem Trucks (\$65/hour)	# of Tri-axle Trucks (\$75/hour)
A & G The Road Cleaners Ltd.	2	9
Don Cordingley Gradall Rental Ltd.	12	0
Multibobcat Services Ltd.	0	4
Rafat General Contractor Inc.	10	10
Total	24	23

FINANCIAL CONSIDERATIONS

Account Name	Account #	Budget Amount	Amount Allocated to Project	Cost of Award	Variance Fav/(Unfav)
ROW Tipping Fees	700-501-5760	137,990	60,990	60,990	-
Winter Tipping Fees	700-504-5760	25,000	25,000	25,000	-
Facility Maintenance	730-7435414	118,661	11,250	11,250	-
EAB - 2016	700-101-5399-16165	4,132,800	11,250	11,250	-
Totals:		4,414,451	108,490	108,490	-

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

To:	Andy Taylor, Chief Administrative Officer
Re:	004-T-16 Underground Streetlight Cable Replacement/ Repair
Date:	February 9, 2016
Prepared by:	Shipra Singh, Sr. Asset Coordinator Ext. 2747 Flora Chan, Senior Buyer, Ext. 3189

PURPOSE

To obtain approval to award the construction contract for underground streetlight cable replacement.

RECOMMENDATION

Recommended Supplier	Langley Utilities Contracting Ltd (Lowest Priced Supplier)	
Current Budget Available	\$ 549,399.61	058-6150-14286 -005 (Underground replacement)
	\$ 2,161,494.00	058-6150-15279 -005 (Underground replacement)
	\$ 2,710,893.61	Total
Less cost of award	\$ 2,638,049.64	Award (Inclusive of HST Impact)
	\$ 65,951.24	Contingency (2.5%)
	\$ 2,704,000.88	Total Cost of Award
Budget Remaining after award	\$ 6,892.73	*

* The remaining budget of \$6,892.73 will be returned to the original funding source.

BACKGROUND

Underground streetlight cable inspection identified deficient underground cables which are prone to frequent faults. The replacement of deficient underground streetlight cable network is consistent with the City's strategy to upgrade the aged infrastructure to improve reliability and customer satisfaction.

Underground Streetlight Cable Condition Inspection Program:

- Cable condition inspection program is scheduled for every 5 years.
- As of 2015, 254 km length of streetlighting cables (out of total inventory 1,005 km) has been inspected.
- Out of the 254 km inspected cables, 72 km (28%) were recommended for replacement.

Underground Streetlight Cable Replacement Program:

- To date, 20 km length of streetlighting cable had been replaced.
- As part of this award (2015 program) 24 km length of streetlighting cable will be replaced at the following locations:
 - **Area "A":** Jondan Crescent, Shaindell Street, Ironshield Crescent, Marsnow Drive, Pacter Court, Stornoway Crescent, Romfield Court, Rothsay Road, Fleance Diver, Dunsinane Dr, Hester Court, Baymark Road
 - **Area "B":** Willow Brook Road, Tamarack Drive, West Borough Street, Braeburn Drive
 - **Area "C":** Gough Road, McNabb Street, Birchmount Road, Denison Street, Clayton Diver, Gorvette Drive, Highgate Drive, Ascot Crescent, Harvest Moon Drive, Bedale Crescent, Rise Brough Court, Masseyfield Gate, Simsburg Court, Cheeseman Drive, Empringham Crescent, Fordcombe Crescent, Pepperell Crescent, Barrington Crescent, Longmeadow Crescent, Fieldview Crescent
 - **Area "D":** Ramona Blvd, Brookfield Crt, Sir Constantine Dr, Avondale Cres, Wooten Way N, Hamilton Hall Dr, Pringle Ave, Captain Rolph Blvd, Reesorville Rd, Parkway Ave
 - **Area "E":** Laureleaf Road, Wildrose Cres, Lady Slipper Crt, Multiflora Place, Poinsetta Dr, Rosea Crt, Spirea Crt, Sunflower Crt and Daffodil Ave
- 18km will be replaced as part of the 2016 replacement program, to be initiated in Q4 2016.
- Remaining 10 km will be replaced in 2018; request will be made as part of the 2018 capital budget process.

BACKGROUND (Continued)

The project is expected to commence in May and be completed by December 2016.

Note: Cable replacement in Area “E” was part of 2015 program and was deferred due to storm sewer improvement works (West Thornhill - Phase 1B). Area “E” is part of the work to be completed under this award.

BID INFORMATION

Advertised	ETN
Bid closed on	January 28, 2016
Number picking up document	24
Number responding to bid	12

PRICE SUMMARY

Suppliers	Bid Price (Inclusive of HST)
Langley Utilities Contracting Ltd.	\$2,638,049.64
S & C Construction Consultants & Rentals Inc.	\$2,751,040.04
Ascent Utilities Services Inc.	\$2,788,244.76
Avertex Utility Solutions Inc.	\$2,877,230.62
Weinmann Limited	\$2,947,203.24
Black & McDonald Limited	\$2,987,761.16
Powerline Plus Ltd.	\$3,108,804.36
Guild Electric Ltd	\$3,116,440.01
Fellmore Electrical Contractors Ltd.	\$3,157,349.17
C.C. Underground (1737126 Inc.)	\$3,334,175.33
TM3 Inc.	\$4,132,656.34
Beacon Utility Contractors Ltd.	\$4,285,494.01

FINANCIAL CONSIDERATIONS (Inclusive of HST)

Account Name	Account #	Budget Available for Construction	This Award (Construction)	Remaining Budget
Streetlights – Underground Cable Replacement/Repair (2014)	058-6150-14286-005	\$549,399.61	\$542,506.88	\$6,892.73
Streetlights – Underground Cable Replacement/Repair (2015)	058-6150-15279-005	\$2,161,494.00	\$2,161,494.00	\$0
Total		\$2,710,893.61	\$2,704,000.88	\$6,892.73

* The remaining budget of \$6,892.73 will be returned to the original funding source.

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

To:	Brenda Librecz, Commissioner, Community & Fire Services
Re:	008-T-16 Speed Radar Display Board Deployment
Date:	February 18, 2016
Prepared by:	Dan Ahir, Engineering Technologist, ext. 2736 Patti Malone, Senior Buyer, ext. 2239

PURPOSE

To obtain approval for the installation & relocation of sixteen (16) radar speed display board units, sixteen (16) solar panels and sixteen (16) “speed advisory” signs, for one (1) year with the option to renew for an additional two (2) years at the same itemized pricing.

RECOMMENDATION:

Recommended Supplier	Maximum Signs (Lowest Priced Supplier)	
Current Budget Available	\$ 40,236.00	740-998-5399 Other Contracted Services
Less cost of award	\$ 23,282.69	2016 Inclusive of HST
	\$ 2,328.27	10% Contingency
	\$ 25,610.96	Total 2016 Award
	\$ 23,282.69	2017 Inclusive of HST
	\$ 2,328.27	10% Contingency
	\$ 25,610.96	Total 2017 Award*
	\$ 23,282.69	2018 Inclusive of HST
	\$ 2,328.27	10% Contingency
	\$ 25,610.96	Total 2018 Award*
	\$ 76,832.88	Total Award
Budget Remaining after this award	\$ 14,625.04	**(\$40,236.00 - \$25,610.96)

* Subject to Council approval of the annual operating budgets.

** The favourable variance will be included as part of the year end results of operations.

BACKGROUND

Radar speed display boards are portable LED devices that can capture vehicle speeds and display them back to the driver. As part of Markham’s Safe Streets Strategy, these units are used to educate and positively influence driver behaviour, with the end result being lower vehicle speeds by up to 20%. The City of Markham has been using these devices since 2009, with data showing that they are effective in slowing vehicles. The units are to be installed and relocated every 2 – 3 months to priority streets, where excessive speeding has been confirmed through data collection and analysis.

The supplier will be responsible for the deployment of sixteen (16) portable speed display board units, sixteen (16) solar panels and sixteen (16) “speed advisory” signs throughout the City of Markham.

BID INFORMATION

Advertised	ETN (Electronic Tendering Network)
Bids closed on	February 16, 2016
Number picking up bid documents	9
Number responding to bid	5

PRICE SUMMARY (INCLUDING HST)

Suppliers	Bid Price
Maximum Signs	\$23,282.69
Kasey Installation & Construction	\$33,295.87
Almon Equipment Ltd.	\$104,853.50
Guild Electric Limited	\$115,844.24
Stinson Equipment Ltd.	\$116,413.44

Note: Compared to the previous contract the price has decreased by 30%.



STAFF AWARD REPORT

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To:	Andy Taylor, Chief Administrative Officer
Re:	026-R-16 Consulting Engineering Services for Watermain Replacement Program – Design
Date:	March 3, 2016
Prepared by:	Prathapan Kumar, Asset Management, ext. 2989 Flora Chan, Senior Construction Buyer, ext. 3189

PURPOSE

To obtain approval to award the design component of the contract for Consulting Engineering Services for the Watermain Replacement Program (2016).

RECOMMENDATION

Recommended Supplier	Parsons Inc. (Highest Ranked/Lowest Priced Supplier)	
Current Budget Available	\$ 321,783.00	058-6150-16247 -005 Watermain Construction Design
Less cost of award	\$ 216,944.18	Detailed Design Services (with HST Impact)
	\$ 21,694.42	Contingency @ 10%
	\$ 238,638.60	Total Cost of Award
Budget Remaining after award	\$ 83,144.40	*

* The remaining budget of \$83,144.40 will be returned to the original funding source.

Upon satisfactory completion of detailed design stage and at the time of construction, the City will authorize the Consultant to proceed with Contract Administration and Construction Inspection work. This will be completed under a separate report as the number of weeks to complete the project is unknown at this time.

BACKGROUND

Watermain break records and assessments indicate that the cast iron pipes structural condition is close to the end of its lifecycle and need replacement at Steeles Avenue East, McCowan Road, Heritage Road and Hwy 7. A total of 2,905 metres of existing cast iron watermain have been identified for replacement. The replacement of cast iron watermain is consistent with the City's strategy to upgrade aged and deficient watermain to improve supply capacity and reliability. Replacement of these old cast iron watermain will also offer improved reliability (less risk of breaks) as well as improve water quality and flows for domestic and fire demand. Based on experience, cast iron watermain are susceptible to internal and external corrosion as they age and therefore lead to poor water quality and increased watermain breaks. The new watermain replacement material will be PVC pipe which has the same lifecycle of 90 years as cast iron watermain and is superior as it is chemical resistant and non-corrosive.

BID INFORMATION

Advertised	ETN (Electronic Tendering Network)
Bids closed on	February 4, 2016
Number picking up bid documents	12
Number responding to bid	7

PROPOSAL EVALUATION

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

Stage One (1) – Technical Evaluation:

Under Stage 1 – Technical Evaluation (Envelope “A”), Suppliers were assessed against pre-determined criteria as outlined in the RFP; Experience/Past performance of the consulting firm 17%, Qualifications and experience of the project manager and team member 30% and Project delivery 23% totaling 70%. Suppliers that did not achieve a technical score of 52.5 points out of 70 would not proceed any further and their Envelope “B” – Price Evaluation would be unopened.

Stage Two (2) – Price Evaluation:

Under Stage 2 – Price Evaluation (Envelope “B”), Suppliers who met the mandatory requirements and achieved a total technical score of 52.5 points or greater out of 70 points were assessed out of 30 points based on their Bid Price exclusive of HST. The highest ranked supplier was determined by adding the points awarded under Stage 1 – Technical Evaluation and Stage 2 – Price Evaluation.

Suppliers	Technical Score (70 points)	Financial Score (30 points)**	Total Score (100 points)	Overall Ranking
Parsons Inc.	57.9	30.0	87.9	1
Candevcon Limited	57.9	26.8	84.7	2
Accardi Schaeffers Consulting	58.5	5.1	63.6	3
Morrison Hershfield	47.6	n/a*	47.6	4
AMEC Foster Wheeler Environment & Infrastructure	43.6	n/a*	43.6	5
Chisholm Fleming & Associates	41.4	n/a*	41.4	6
Prenix Associates	37.5	n/a*	37.5	7

* Suppliers did not achieve a technical score of 52.5 points out of 70 had their price submission returned unopened.

** Financial score out of 30 includes both Design and Contract Administration Services. Bid Prices for Part “A”- Detailed design and Part “B” - Contract Administration and Construction Inspection ranged from to \$367,915.32 to \$672,716.03 inclusive of HST impact.

The recommended consultant has extensive experience and their proposal provided a good understanding of the project scope.

FINANCIAL CONSIDERATIONS

Account Name	Account #	Original Budget	Budget Allocation for Design	This Award Design	Remaining Budget
Watermain Construction Design for 2017	58-6150-16247-005	\$803,800	\$321,783	\$238,638.60	\$83,144.40

* The remaining budget of \$83,144.40 will be returned to the original funding source.

Cathodic protection is the primary maintenance done on cast iron watermain. This is part of the annual capital budget and costs approximately \$1,850/km/year. For 2.9km, this would translate to a reduction of \$5,365/year (\$1,850 x 2.9 km). Extrapolated over the life of the cast iron watermain of 90 years, there’s a total cost saving of \$482,850. This will be taken into consideration when the update to the Waterworks reserve study is undertaken in 2016.

ENVIRONMENTAL CONSIDERATIONS

The consultant will oversee the construction contract and review, monitor and ensure compliance with contractor environmental submissions. Additionally, they will maintain environmental compliance records complying with environmental statutes and regulations.



STAFF AWARD REPORT

To:	Andy Taylor, Chief Administrative Officer
Re:	032-T-16 Supply and Delivery of four (4) Flatbed Trucks
Date:	February 8, 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) flatbed trucks

RECOMMENDATION

Recommended Supplier (s)	Blue Mountain Chrysler (Lowest Priced Supplier)	
Current Budget Available	\$ 284,600.00	057-6150-15241-005 Corporate Fleet Replacement (excludes Markhamizing cost of \$3,400)
Less cost of award	\$ 256,699.78	Inclusive of HST
Budget Remaining after this award	\$ 27,900.22	*

* The balance remaining in the amount of \$27,900.22 will be returned to the original funding source.

BACKGROUND

Tender 032-T-16 was issued for the supply and delivery of four (4) flatbed trucks. All vehicles identified for replacement in this report were identified in the 2015 Corporate Fleet Replacement Program. Units in this award have had condition assessments completed by Fleet staff and meet the requirements of the Fleet Replacement Guidelines.

Upon delivery of the new vehicles, the following units: 1236, 3342, 3347, and 3349 will be sold in accordance with Purchasing By-law 2004-341, Part V, Disposal of Personal Property and proceeds posted to Proceeds from the Sale of Other Fixed Assets (account 890 890 9305).

BID INFORMATION

Advertised	ETN
Bids closed on	February 4, 2016
Number picking up bid documents	25
Number responding to bid	6*

*After bid closing, one bidder withdrew their bid submission as the vehicle submitted was no longer in production.

PRICING SUMMARY

Suppliers	Description	Quantity	Unit Price (incl HST impact)	Extended Price (incl HST impact)
Blue Mountain Chrysler	Flatbed Truck	4	\$ 64,174.94	\$ 256,699.78
Blue Mountain Chrysler*	Flatbed Truck	4	\$ 65,643.34	\$ 262,573.36
Manley Motors Ltd	Flatbed Truck	4	\$ 68,570.98	\$ 274,283.90
Tallman Truck	Flatbed Truck	4	\$ 74,853.64	\$ 299,414.55
Creditstone Motors	Flatbed Truck	4	\$ 85,198.56	\$ 340,794.24
Durham Hind Truck & Equipment	Flatbed Truck	4	\$ 100,681.34	\$ 402,725.38

*Alternate bid provided (Different specification)



STAFF AWARD REPORT

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To:	Brenda Librecz, Commission, Community & Fire Services
Re:	034-T-16 Supply and Delivery of Seven Mowers
Date:	April 7, 2016
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 seven (7) mowers for parks operations.

RECOMMENDATION

Recommended Supplier	B. E. Larkin Equipment Limited (Lowest Priced Supplier/Item #1) York Region Equipment Centre (Lowest Priced Supplier/ Item #2)	
Current Budget Available	\$ 108,319.00	Various Accounts (see Financial Considerations)
Less cost of award	\$ 21,471.36	Item # 1 (Inclusive of HST)
	\$ 79,372.80	Item # 2 (Inclusive of HST)
	\$ 100,844.16	Total
Budget Remaining after this award	\$ 7,474.84	*

* The remaining balance in the amount of \$7,474.84 will be returned to original funding source.

BACKGROUND

This tender was issued in accordance with the Purchasing By-law for the total of seven (7) mowers of which two (2) are identified in the 2015 Corporate Fleet Replacement Program and five (5) units in the 2016 Corporate Fleet Replacement Program. The mowers are used in the Parks Department for grass cutting requirements throughout the year.

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 mowers (Units # 4491, 4518, 4207, 4389, 4482, 4498 and 3961) 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	March 15, 2015
Number picking up document	13
Number responding to bid	4

PRICE SUMMARY (Inclusive of HST)

Item # 1

One (1) 72" Mower Diesel 4 x 4 drive (unit 3961)

Suppliers	Unit cost	Qty	Extend Price	Type
B.E. Larkin Equipment Limited	\$21,471.36	1	\$21,471.36	Kubota F2690
359412 Ont. Ltd./York Region Equipment Centre	\$24,218.88	1	\$24,218.88	Hustler 3700
Hutchinson Farm Equipment	\$24,727.68	1	\$24,727.68	John Deere 1550

PRICE SUMMARY - Inclusive of HST (Continued)**Item # 2****Six (6) 60" Zero Turn Mower Diesel (units 4491, 4518, 4207, 4389, 4482, and 4498)**

Suppliers	Unit cost	Qty	Extend Price	Type
359412 Ont. Ltd./York Region Equipment Centre	\$13,228.80	6	\$ 79,372.80	Hustler Z Diesel
B.E. Larkin Equipment Limited	\$14,337.98	6	\$ 86,027.90	Kubota ZD 326
Chas Richards & Sons Ltd.	\$15,492.96	6	\$ 92,957.76	Grass Hopper 325D
Hutchinson Farm Equipment	\$22,081.92	6	\$132,491.52	John Deere Z 997

Note: Hutchinson Farm Equipment provided pricing for two different units one of which did not meet specifications.

FINANCIAL CONSIDERATIONS

Project & Description	Unit # being replaced	Model ID	Budget allocation	Cost of the Award (Incl. HST)	Budget Remaining
ITEM 1 2016 Corporate Fleet Replacement - Non-Fire 057-6150-16182-005	3961	72" Mower Diesel 4 X 4 drive	30,164.00	21,471.36	8,692.64
ITEM 2 2015 Corporate Fleet Replacement - Non-Fire 057-6150-15241-005	4491/4518	60" Side Discharge Zero Turn Rotary Mower Diesel Engine	29,510.00	26,457.60	3,052.40
ITEM 2 2016 Corporate Fleet Replacement - Non-Fire 057-6150-16182-005	4207/4389/ 4482/4498	60" Side Discharge Zero Turn Rotary Mower Diesel Engine	48,645.00	52,915.20	(4,270.20)
Total			108,319.00	100,844.16	7,474.84

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

To:	Brenda Librecz, Commissioner, Community & Fire Services
Re:	036-Q-16 Supply and Delivery of Pool Chemicals
Date:	March 22, 2016
Prepared by:	Paul Singleton, Community Facility Supervisor Ext.6733 Leanne Lee, Senior Buyer, Ext. 2025

PURPOSE:

To obtain approval to award the contract for the supply and delivery of pool chemicals for various City pools for one year commencing April 1, 2016, with an option to renew for two additional one-year periods.

RECOMMENDATION Part A: Pool Chemicals (10 Core Pool Chemicals)

Recommended Supplier	Water & Ice North America Inc. (Lowest Priced Supplier)	
Current Budget Available	\$ 31,000.00	Various (See Financial Considerations)
Less cost of award	\$ 30,000.00	2016 – April 1, 2016 – December 31, 2016*
	\$ 40,000.00	2017 – January 1, 2017 – December 31, 2017**
	\$ 40,000.00	2018 – January 1, 2018 – December 31, 2018**
	\$ 10,000.00	2019 – January 1, 2019 – March 30, 2019**
	\$ 120,000.00	Total Cost of Award (Inclusive of HST impact)
Budget remaining after this award	\$ 1,000.00	***(\$31,000 - \$30,000)

* Award based on an three (3) year annual average usage.

**Subject to Council approval of the 2017/18/19 Operating Budgets.

***The remaining balance will be reflected as a favourable variance in each of the calendar years subject to actual usage of pool chemicals.

Note: The contractual pricing for the first year (April 1, 2016 – March 30, 2017) is fixed, whereas years two and three are subject to price increases at a maximum amount equal to the CPI Canada All items increase. The price increases will be incorporated in the Purchase Orders in years 2 – 3 and will be considered as part the respective years' annual operating budget process.

RECOMMENDATION Part B: Sodium Hypochlorite 12% (Chlorine)

Recommended Supplier	Dutch Products Inc. (Lowest Priced Supplier)	
Current Budget Available	\$ 78,000.00	Various (See Financial Considerations)
Less cost of award	\$ 40,000.00	2016 – April 1, 2016 – December 31, 2016*
	\$ 55,000.00	2017 – January 1, 2017 – December 31, 2017**
	\$ 55,000.00	2018 – January 1, 2018 – December 31, 2018**
	\$ 15,000.00	2019 – January 1, 2019 – March 30, 2019**
	\$ 165,000.00	Total Cost of Award (Inclusive of HST impact)
Budget remaining after this award	\$ 38,000.00	***(\$78,000 - \$40,000)

* Award based on estimated three (3) year annual average usage.

**Subject to Council approval of the 2017/18/19 Operating Budgets.

***Savings identified for chlorine are based on historical consumption averages and are therefore subject to change dependent on actual usage. In particular, usage for the PanAm facility is estimated as 2016 will be the first full year of operations for the facility. As such, Staff will continue to monitor the account throughout the year until which time a corresponding budget adjustment may be made during the course of the 2017 budget process.

Note: The contractual pricing for the first year (April 1, 2016 – March 30, 2017) is fixed, whereas years two and three are subject to price increases at a maximum amount equal to the CPI Canada All items. The price increases will be incorporated in the Purchase Orders in years 2 – 3 and will be considered as part the respective years' annual operating budget process.

BACKGROUND

The City of Markham issued a bid for the Supply and Delivery of Pool Chemicals for the pools at the following locations:

- a) Angus Glen Community Centre
- b) Centennial Community Centre
- c) Milliken Mills Community Centre
- d) Morgan pool
- e) Rouge River Community Centre
- f) Cornell Community Centre
- g) Thornhill Community Centre
- h) Thornlea Pool
- i) Pan Am Centre

BID INFORMATION

Advertised	ETN
Bid closed on	Thursday March 3, 2016
Number picking up document	15
Number responding to bid	5

PRICE SUMMARY**Part A: Pool Chemicals (10 Core Pool Chemicals)**

Supplier	Bid Price per package (excl. tax)
Water & Ice North America Inc.	\$ 796.00
Aquatech Logistics	\$ 833.52
Glen Chemicals Limited	\$ 933.05
Hollandia Gardens LTD	\$ 978.92
Dutch Products Inc	\$ -

The award amount of \$40,000 is reflective of a three (3) year annual average usage.

The cost has increased by 17% from previous years pricing (2013-2015). One contribution to the added costs, in addition to the unit price increase, is the added facilities (Thornlea Pool, Thornhill Community Centre and Pan Am Centre) that are new to this year's contract.

Part B: Sodium Hypochlorite 12% (Chlorine)

Supplier	Bid Price per package (excl. tax)
Dutch Products Inc	\$ 0.27
Hollandia Gardens LTD	\$ 0.38
Aquatech Logistics	\$ 0.41
Glen Chemicals Limited	\$ 0.48
Water & Ice North America Inc.	\$ -

The award amount of \$55,000 is reflective of a three (3) year annual average usage.

This is the first time the City has competitively issued a contract to the market for Sodium Hypochlorite 12% (Chlorine). In previous years, since expenditures for this commodity were low dollar value, the Department would order the chlorine from the same supplier for each pool site, paying per order without standardized pricing.

Purchasing Staff completed a spend analysis process on this product requirement by collecting, classifying and analyzing expenditure data with the purpose of reducing procurement costs and improving efficiency. By combining the requirement for Chlorine under contract 036-Q-16 Supply and Delivery of Pool Chemicals and by standardizing the unit pricing, the City will be able to receive a 41% reduction in costs or an annual savings of approximately \$38,000 under this new contract, based on an estimated annual usage of 200,000L of chlorine.

FINANCIAL ATTACHMENT

The following table illustrates the requirements from January 1, 2016 to December 31, 2016 based on new pricing broken down by locations.

	Locations	Account #	2016 Budget – Pool Chemicals	2016 Budget – Chlorine	Total 2016 Budget Allocated
1	Angus Glen Pool	504 921 5414	\$ 4,654.00	\$ 8,854.00	\$ 13,508.00
2	Centennial Pool	503 911 4211	\$ 4,072.00	\$ 7,747.00	\$ 11,819.00
3	Cornell Pool	505 911 4211	\$ 8,726.00	\$ 16,601.00	\$ 25,327.00
4	Milliken Mills Pool	502 911 4211	\$ 6,010.00	\$ 11,433.00	\$ 17,443.00
5	Morgan Pool Summer	503 912 4211	\$ 800.00	\$ 1,523.00	\$ 2,323.00
6	PanAm Pool	506 911 4211	\$ 8,726.00	\$ 16,601.00	\$ 25,327.00
7	Rouge River Pool	503 913 4211	\$ 284.00	\$ 540.00	\$ 824.00
8	Thornhill Therapy Pool	501 921 4241	\$ 1,910.00	\$ 3,634.00	\$ 5,545.00
9	Thornlea Pool	501 911 4211	\$ 5,817.00	\$ 11,067.00	\$ 16,885.00
	Total		\$ 41,000.00	\$ 78,000.00	\$ 119,000.00

The remaining balance will be applied for other items as budgeted within each respective account such as additional pool chemicals requirements such as CO², Bulk Liquid Chlorine and test reagents as required

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

To:	Phoebe Fu, Director, Asset Management
Re:	056-Q-16 Roof Access Structure For Markham Pan Am Centre
Date:	March 4, 2016
Prepared by:	Max Stanford, Project Manager, ext. 2710 Flora Chan, Senior Buyer, ext. 3189

PURPOSE

To obtain approval to award the contract for the supply and installation of roof access hatches and stairs to gain access to various levels of roofs at the Markham Pan Am Centre.

RECOMMENDATION

Recommended Supplier	Basekamp Construction Corporation (Lowest Priced Supplier)	
Current Budget Available	\$ 70,628.26	500-101-5399-13856 (Pan Am Post Work)
Less cost of award	\$ 64,207.51 <u>\$ 6,420.75</u> \$70,628.26	(inclusive of HST impact) Contingency (10%) Total Award Inclusive of HST Impact
Budget Remaining after this award	\$ 0.00	*

*Note: As per the Pan Am funding agreement the City of Markham committed up to \$46.59M to the Pan Am facility. All Early, Other and Post Works are included as part of the overall funding agreement with TO2015. Post games, TO2015 paid Markham a lump-sum amount to cover its funding obligation, including Early, Other and Post Works, as per the funding agreement. All purchases going forward will therefore be 100% paid by Markham.

BACKGROUND

The original building design of Pan Am Centre did not provide for access to the higher levels of roofs. This contract is for the supply and installation of roof access hatches and stairs at the Pan Am Centre to gain access to the following four (4) levels:

1. Emergency generator roof area
2. Field House roof area
3. Warm-Up hall roof area
4. Pool roof area

This work was identified by the Project Team during the project as a design omission and it was agreed for reasons of pricing and timing to include this work as a project expenditure under Other Work to be undertaken by City of Markham. The project will address the supply and installation of stairs or ladders to gain access to the roofs for building maintenance and roof reviews.

The work is scheduled to be completed by May 16, 2016.

BID INFORMATION

Advertised	Invite Only
Bid closed on	March 1, 2016
Number of Invited Suppliers	6
Number responding to bid	5

PRICE SUMMARY (Inclusive of HST)

Suppliers	Bid Price
Basekamp Construction Corporation	\$ 64,207.51
P&C General Contracting Ltd.	\$85,668.69
Maresco Telecom Group Ltd.	\$86,396.28
Dontex Construction Ltd.	\$108,757.02
Portfolio Contracting Ltd.	\$111,002.49

ENVIRONMENTAL CONSIDERATIONS

N/A

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

To:	Brenda Librecz, Commissioner Community & Fire Services
Re:	059-Q-16 Thornhill Community Centre Library Lighting Upgrades
Date:	March 18, 2016
Prepared by:	Robert Hartnett, Community Facility Coordinator, Ext. 3788 Leanne Lee, Senior Buyer, Purchasing Ext. 2025

PURPOSE

To obtain approval to award the contract for the Thornhill Community Centre Library Lighting Upgrades.

RECOMMENDATION

Recommended Supplier	Kacel Electric Inc. (Lowest Priced Supplier)	
Current Budget Available	\$ 85,000.00	500-101-5399-15185 (Thornhill C.C. Library lighting)
Less cost of award	\$ 75,008.31	Cost of Award (Inclusive of HST
	\$ 7,500.83	10% Contingency
	\$ 82,509.14	Total Award Inclusive of HST
Budget Remaining after this award	\$ 2,490.86	*

*Budget remaining of \$2,490.86 will be returned to the original funding source.

BACKGROUND

The City issued a bid for replacement of lighting at the Thornhill Community Centre (TCC) Library. The project includes:

- a) Upgrading the lighting levels to meet the City's accessibility guidelines
- b) Additional lighting in areas that have poor lighting levels
- c) A new lighting control system

The new lighting package utilizes energy efficient LED lighting technology wherever feasible, while also maintaining a sensitive design approach to all visible and decorative fixtures.

A large number of fixtures were not replaced during the last renovation of the TCC Library and many areas do not meet the minimum of 20 foot candles as per the City's accessibility guidelines. In addition, there have been numerous complaints from staff and customers regarding the poor lighting in these areas. This retrofit project will increase the lighting levels so that industry standards can be met.

The new lighting control system will provide energy savings through photocells and zoning control levels. It is anticipated that utilizing the energy efficient LED lighting technology will provide some operating cost savings, however those savings will be offset by the additional lights. Therefore, there will be more lighting provided at no additional cost.

BID INFORMATION

Advertised	ETN
Bid closed on	Wednesday March 9, 2016
Number picking up document	48
Number responding to bid	6

PRICE SUMMARY (including HST)

Suppliers	Bid Price	Provisional Price*	Total
Kacel Electric Inc.	\$64,193.26	\$10,815.05	\$75,008.31
Current Technologies Ltd.	\$66,675.00	\$12,923.52	\$80,772.00
BEC Electric Inc.	\$73,821.79	\$11,837.74	\$85,659.53
Energy Network Services Inc.	\$74,318.54	\$11,443.41	\$85,761.95
AC Contracting Inc.	\$77,985.81	\$12,806.50	\$90,792.31
AM/PM Electric Inc.	\$137,658.20	\$14,901.04	\$152,559.24

*Provisional price includes the replacement of lights in the Circular Reading Room and Track Fixtures in L-shaped skylight. These items were left out of tender due to uncertainty of tender prices the City would receive and Staff believes they are good value to include within this award.

Schedule: The project is to be completed by July 29, 2016.

ENVIRONMENTAL CONSIDERATIONS

Existing lighting is being replaced with LED lighting in this project. LEDs are extremely energy efficient and consume up to 40-70% less power than incandescent bulbs. Since LEDs use only a fraction of the energy of an incandescent light bulb there is a dramatic decrease in power costs. Also, money and energy is saved in maintenance and replacement costs due to the long LED lifespan.



STAFF AWARD REPORT

Page 1 of 2

To:	Andy Taylor, Chief Administrative Officer
Re:	044-S-16 Firefighter Recruitment Processing Services
Date:	February 26, 2016
Prepared by:	Dave Decker, Fire Chief, Ext. 5975 Susan Hsiung, Senior Human Resources Consultant, Ext. 2511 Rosemarie Patano, Senior Construction Buyer, Ext. 2990

PURPOSE

To obtain approval to award a contract for the 2016 Firefighter Recruitment Processing Services.

RECOMMENDATION

Recommended Supplier	HirePower Inc. (Non-Competitive Procurement)	
Cost of award	\$ 66,144.00	Total award (Inclusive of HST)*

*Funding for the consulting services as they relate to the 2016 firefighter recruitment campaign will be recovered from application fees (\$200/applicant). Staff estimates 1,000 applications based on previous recruitment, resulting in application revenues of \$200,000.

NOTE: The City plans to hire 40 probationary firefighters to fill 10 existing vacancies and to cover 30 eligible retirees. The City will pay HirePower a flat rate (firm and fixed) for the processing services of the firefighter recruitment campaign.

Staff further recommends:

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

That the Senior Manager of Purchasing and Accounts Payable has the authority to increase the Purchase Order for expenditures over and above the recommended cost of award of \$66,144.00 inclusive of HST should applications exceed 1000 (covering expenses such as additional charges for technology and Moneris application processing fees).

BACKGROUND

The recruitment campaign for probationary firefighters is a rigorous multi-step process which is administrative and resource intensive. The entire process typically takes about 6 months from start to finish and involves the following tasks:

- Processing of 1,000 application fees
- Detailed screening of 1,000 applications
- Arranging written aptitude tests for all applicants
- Uploading scores for screening and written aptitude tests
- Arranging for, and conducting, approximately 240 first interviews and 120 second interviews
- Arranging for physical fitness tests, medical tests and reference checks
- Ongoing communication and updating of applicants through a web portal, social media and other means

As a result of the resource intensity and the repetitive nature of the work involved in a firefighter recruitment drive, the Human Resources Department has opted to outsource the above specific components of the firefighter recruitment drive.

OPTIONS/DISCUSSIONS

Staff is recommending outsourcing of the identified components of the fire recruitment campaign to HirePower Inc. ("HirePower") for the following reasons:

- **Synergies:** In January 2014, HirePower was retained by the City via a competitive procurement process (RFP 178-R-13) as the highest ranked / lowest priced supplier, to assist with the firefighter recruitment process services. Having already implemented a robust applicant tracking system and online payment technology for the 2014 firefighter recruitment campaign, this makes HirePower well suited to competently, expeditiously and seamlessly transition into the next firefighter recruitment campaign.
- **Quality Services:** HirePower has a proven track record for quality service with the municipality as demonstrated through our previous contract (178-R-13). HirePower has demonstrated to the City's satisfaction that they have the experience, technology, staff and capability to undertake mass recruitment campaign. They have a strong understanding of the project related requirements, such as timelines, online payments and evaluation methodology.
- **Project Lead's Experience:** HirePower has confirmed the project manager under contract 178-R-13 will continue to be the lead for this project. As the City's liaison, this project manager brings a wealth of knowledge and experience in mass recruitment campaigns within both the private and public sectors.
- **Price Comparison:** From the competitive procurement process undertaken in 2014, HirePower was ranked the lowest priced supplier out of the five bid submissions received. At that time, the pricing ranged from \$52,915.20 to \$179,276.69 inclusive of HST.
 - Through discussions with HirePower they have identified an increase of \$13,228.80 (from \$52,915.20 to \$66,144.00) for the 2016 recruitment process. HirePower believe this increase reflects a more accurate assignment of resources and time required to complete the project. Staff are confident that a new RFP would not achieve a lower rate from a qualified provider. When comparing HirePower's 2016 costs of \$66,144.00 to the second ranked supplier in 2014, HirePower is still 47% lower.



STAFF AWARD REPORT

Page 1 of 2

To:	Andy Taylor, Chief Administrative Officer
Re:	004-R-15 Plumbing Service Contract for City Facilities
Date:	April 7, 2016
Prepared by:	Patti Malone, Senior Buyer, Ext. 2239 Michael Ryan, Facility Engineer, Ext. 2563 Robert Harnett, Community Facility Coordinator, Ext. 3788 Dan Jones, Maintenance Assistant, Ext. 3162

PURPOSE

To obtain approval to award the contract for plumbing services on an as required basis for City facilities for one (1) year with three (3) additional years at the same itemized pricing.

RECOMMENDATION

Recommended Supplier	Saunders Plumbing & Heating Inc. (Highest Ranked/ Lowest Priced Supplier)	
Current Budget Available	\$ 96,602.00	Various Operating Accounts
Less cost of award	\$ 72,451.19	2016 Cost of Award Inclusive of HST
	\$ 72,451.19	2017 Cost of Award Inclusive of HST
	\$ 72,451.19	2018 Cost of Award Inclusive of HST
	\$ 72,451.19	2019 Cost of Award Inclusive of HST
	\$ 28,980.48	10% Contingency (\$7,245.19 / year) Inclusive of HST
	\$ 318,785.52	Total Award Inclusive of HST
Budget Remaining after this award	\$ 16,905.69	* (\$96,602.00 - \$72,451.19 - \$7,245.19)

* The favourable variance at year-end of \$16,905.69 will be included as part of the year-end results of operations.
The 2017 Operating Budget will be reduced to reflect the favourable pricing, subject to Council approval.

BACKGROUND

The work includes all materials, labour and equipment and resources necessary to provide plumbing services at various locations within the City of Markham. This contract is for plumbing services on an as-required basis for day-to-day repairs not to exceed a value of \$5,000.00 per repair. For any job in excess of \$5,000.00, the City reserves the right to competitively price the work.

OPTIONS/DISCUSSIONS

This is the first time the City has competitively issued the contract to the market for plumbing services on an as-required basis. In previous years, since the spends were low dollar value, the Department would call a plumber on an as required basis. 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 believe through this process, the City will see operating savings as the hourly rates and material costs under this contract are 25% (or \$16,906 including contingency) lower than our previous methodology.

BID INFORMATION

Advertised	Electronic Tendering Network
Bids closed on	Thursday, January 21, 2016
Number picking up bid documents	40
Number of companies responding to bid	13

PROPOSAL EVALUATION

The evaluation team for this RFP was comprised of staff from Asset Management, Culture and Recreation Departments with Purchasing staff acting as the facilitator. The evaluation was based on the pre-established evaluation criteria as listed in the Request for Proposal: price 30%, qualifications and experience of Bidder (15%), project delivery method (15%), project management and equipment (40%) with the resulting scores as follows:

Suppliers	Score (Out of 100)	Ranked Results
Saunders Plumbing & Heating Inc.	96.0	1
Vic's Group Inc.	81.41	2
Nor-Line Plumbing Mechanical Ltd.	76.08	3
Nutemp Mechanical Systems Ltd.	73.6	4
Van Mechanical Services Inc.	70.83	5
Enviroturf Incorporated	69.3	6
Ocean Mechanical Inc.	63.83	7
Canadian Tech Air Systems Inc.	58.5	8
Gordern Mechanical	54.02	9
Rapid Plumbing Inc.	45.17	10
Everest Drain & Plumbing Inc.	41.0	11
Mer Mechanical Inc.	39.48	12
V A Reid & Sons Ltd.	5	13

Note: Price ranges are \$72,451.19 to \$232,851.30.

The recommended supplier has the experience with similar sized contracts, has more than 5 licensed plumbers, more than 5 trucks available and is in close proximity to Markham (less than 10 kms).

ENVIRONMENTAL CONSIDERATIONS

The Contractor will remove all waste material from the work site. Scrap metal, plastic materials and other waste are placed in separate bags provided to the Technicians. Technicians will then remove the waste into separate bins provided by the Contractor. Scrap metal and plastics will be sold for recycling.



STAFF AWARD REPORT

Page 1 of 2

To:	Brenda Librecz, Commissioner, Community & Fire Services
Re:	077-R-15 Consulting Service for Older Adult Strategy
Date:	February 3, 2016
Prepared by:	Jason Tsien, Community Manager North, Ext. 7116 Leanne Lee, Senior Buyer, Ext. 2025

PURPOSE

To obtain approval to award the contract for consulting services to develop an Older Adult Strategy aimed to ensure the City of Markham is age-friendly and age-ready over the next 10 years.

RECOMMENDATION

Recommended Supplier	Urban Metrics Inc. (Highest Ranked / Lowest Priced Supplier)	
Current Budget Available	\$ 96,300.00	070-6150-15171-005 (Recreation – Older Adult Plan) includes Provincial Grant*
Less cost of award	\$ 86,124.58 \$ <u>8,612.46</u> \$ 94,737.03	(Inclusive of HST) Contingency @ 10% Total (Inclusive of contingency & HST)
Budget remaining after this award	\$ 1,562.97	**

* A \$50,000 grant was received from the Ontario Senior Secretariat (Government of Ontario) to transform the City of Markham into an age-friendly community. \$30,000 has been received to date with \$20,000 to be received in June 2016. Deadline for the project is March 2017 in accordance with grant criteria.

**The remaining budget of \$1,562.97 to be returned to the original funding source.

BACKGROUND

The purpose of developing a 10-year Older Adult Strategy is to create a realistic implementation plan of action to:

- Provide the City with a vision of well-being for the older adult community
- Provide the City with direction on the development of effective policies, services and programs.

Older Adults are the fastest growing population segment within the City of Markham. As a result, this growing segment will present significant impact on social issues around housing, transportation, recreation, urban planning, and various other municipal programs and services.

In 2015, a partnership between the Government of Ontario's Age Friendly Communities and the City of Markham has provided an opportunity to build a comprehensive and innovative older adult strategy aimed at developing a framework that will ensure Markham to be age-ready and age-friendly. This framework will include an adaptable delivery model that will support accessibility and inclusiveness. It will also ensure that resources are available to provide programs and services for older people with varying abilities and personal resources. Specifically, the City of Markham needs to consider the concept of balancing competing resources and priorities to fit into the overall services provided to all citizens of Markham.

The RFP document requested services from a qualified consulting team to complete a strategy to increase Markham's age-readiness by focusing on six of the eight age-friendly dimensions as defined by the World Health Organization.

BACKGROUND (Continued)

York Region is concurrently pursuing a senior strategy aimed at tackling the challenges related to housing and transportation dimensions. Therefore, the City will omit these two and focus only on the following six dimensions::

1. Outdoor spaces and buildings;
2. Social participation;
3. Respect and social inclusion;
4. Civic participation and employment;
5. Communication and information and;
6. Community support and health services.

In addition, Markham has two considerations that must be addressed:

1. Definition of age ranges for adults 55 years and older for corporate use;
2. An affordable and sustainable pricing framework for older adult municipal programs and services.

The strategy will:

- Define and articulate the City of Markham (corporation) roles and responsibilities in responding to the needs of a rapidly aging population;
- Anticipate increased demand due to aging population and the resulting impacts on resources and services;
- Provide role clarity to local social agencies, sectors and citizens about how the City intends to act in a number of key service and program areas;
- Provide recommendations on to how the City can more effectively work and partner with social agencies and organizations to provide older adult services and programs;
- Provide recommendations that ensure age readiness of the City's existing and future policies, procedures, programs and services both now and in the future.

BID INFORMATION

Advertised	ETN
Bid closed on	January 5, 2016
Number picking up document	20
Number responding to bid	3

PROPOSAL EVALUATION

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

Suppliers	Total Score	Ranking
Urban Metrics Inc.	86	1
LeisurePlan International Inc.	83	2
MNP LLP	73	3

Prices ranged from \$86,124.58 to \$113,716.80

DISCUSSION

UrbanMetrics Inc. proposal best meets the strategy's requirements. The project manager and project team have good experience. Furthermore, the consultant team has recently completed a similar strategy for the Town of Caledon and to the Town of Bradford West Gwillimbury. Their previous experience in developing strategic plans along with extensive experience in community consultations were key determinants for Staff to award this plan to UrbanMetrics. Staff are confident that UrbanMetrics Inc will provide services satisfactory to the City of Markham.

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

To:	Andy Taylor, Chief Administrative Officer
Re:	237-T-15 Replacement of Stairs at the Entrance of Settlers Park
Date:	April 7, 2016
Prepared by:	Rob Hincks, Supervisor, Parks East, Ext. 2486 Patti Malone, Senior Buyer, Ext. 2239

PURPOSE

To obtain approval to award the replacement of stairs at Settlers Park entering from Framingham Drive and Thurgate Crescent.

RECOMMENDATION

Recommended Supplier	Celini Construction (Second Lowest Priced Supplier)	
Current Budget Available	\$ 203,000.00	059-6150-15227-005 Stairways Repair/Rebuild
Less Cost of Award	\$ 100,551.60	Inclusive of HST
	\$ 18,316.80	Provisional Item
	\$ 10,055.16	10% Contingency Inclusive of HST
	\$ 128,923.56	Total Award
Budget Remaining After This Award	\$ 74,076.44	*

* The remaining balance in the amount of \$74,076.44 will be returned to the original funding.

Note: The provisional item is for a wood retaining wall that is owned by a resident and adjacent to the stairs. There is a risk that the retaining wall will be damaged during the construction process. This provisional item requires written authorization by the City to proceed. If the provisional funds are not required then this funding will also be returned to the original funding.

BACKGROUND

There are two staircases at Framingham Drive and Thurgate Crescent which need to be replaced. The stairs cannot be repaired, and require a total re-build to provide a safe entrance to Settlers Park. The wooden stairs lasted 25 years compared to an anticipated lifecycle of 15 years. The City is now using concrete stairs which have a lifecycle of 25 years.

The work includes excavation, backfilling, compaction, steel reinforcement, concrete forming, testing ground conditions, installation of handrails, repair to sod and disposal of material.

The project will commence in the spring and be completed by May 2016.

BID INFORMATION

Advertised	ETN
Bid closed on	October 29, 2015
Number picking up document	11
Number responding to bid	8

PRICE SUMMARY

Suppliers	Price (Inclusive of HST)
MJK Construction Inc.*	\$86,686.29
Celini Construction Co.	\$100,551.60
Silver Birch Contracting Ltd.	\$117,813.91
Espostio Bros. Contracting Ltd.	\$125,350.67
F. Greco and Sons Limited	\$159,101.76
Hawkins Contracting Services Limited	\$160,183.47
Dontex Construction Ltd.	\$193,761.22
Elite General Contracting & Restoration	\$305,315.11

PRICE SUMMARY (Continued)

*Staff recommends not awarding the Contract to the lowest priced Bidder (MJK.) on the basis that reference checks did not satisfy the City. Pursuant to Part II, Section 17. 4 of the City of Markham's *General Terms and Conditions* (which form part of the tender document), the City reserves the right, in its sole discretion, not to award to the lowest priced Bidder, whose reference checks do not meet or exceed the expectations of the City.

Pursuant to Part II, 1.(5) of the City of Markham's *Purchasing By-Law*, the City reserves the right not to accept the lowest or any bid submitted, if such action is deemed to be in the best interests of the City.

ENVIRONMENTAL CONSIDERATIONS

N/A



STAFF AWARD REPORT

Page 1 of 2

To:	Andy Taylor, Chief Administrative Officer
Re:	255-Q-15 Printing and Delivery of Councillors' Ward Newsletters
Date:	March 3, 2016
Prepared by:	Carlie Turpin, Public Services and Record Coordinator Ext. 2082 Leanne Lee, Senior Buyer, Ext. 2025

PURPOSE

To obtain approval to award the contract for the printing and delivery of the Councillors' Ward Newsletters, covering two print jobs (Spring/Summer and Fall/Winter) commencing in 2016 and ending in 2018, with an option to renew for an additional two (2) years on a year-to-year basis at the same itemized pricing, subject to the performance of the contractor and at the sole discretion of the City.

RECOMMENDATION

Recommended Consultant	Data Direct Group Inc. (Highest Ranked / Second Lowest Priced Supplier)	
Current Budget Available	\$ 35,000.00	310-998-4010 External Printing
Less cost of award	\$ 34,071.69	Year 1, Spring/Summer & Fall/Winter 2016
	\$ 34,071.69	Year 2, Spring/Summer & Fall/Winter 2017*
	\$ 34,071.69	Year 3, Spring/Summer & Fall/Winter 2018*
	\$ 34,071.69	Year 4, Spring/Summer & Fall/Winter 2019*
	\$ 34,071.69	Year 5, Spring/Summer & Fall/Winter 2020*
	\$ 170,358.45	Total Cost of Award (inclusive of HST impact)**
Budget surplus after this award	\$ 948.31	***(\$35,000 - \$34,071.96)

* Subject to Council approval of the annual Operating Budget.

**Recommendation is based on the larger paper option: (11" x 17" Double-sided and folded in half, folded in half again to final mailing size 8.5" X 5.5" multiplied by volumes for all 8-Wards)

***The 2016 surplus of \$948.31 will be incorporated as part of the department's year-end 2016 results of operations.

BACKGROUND

Previously, Legislative Services and Corporate Communications and Community Relations staff coordinated the printing of Newsletters for Ward Councillors on an as-required basis. To create efficiencies, develop opportunities for savings and improve service levels to the Councillors, Staff went to the market for a contract term of three (3) years to obtain a Printing firm to provide all print services under one contract. The vendor will be interacting with Members of Council and/or their staff, and is expected to demonstrate political sensitivity and a high level of professionalism.

The Scope of Work includes:

- Printing of a maximum of 16 seasonal newsletters, full colour throughout, no bleeds, on 80lb Text Enviro 100 – 100% Post Consumer Waste (PCW) FSC (Forest Stewardship Council) certified paper from an FSC certified printer.
 - 8 in the Spring (depending on request by Ward Councillor),
 - 8 in the Fall (depending on request by Ward Councillor).
- Two different sizing options for Ward Councillors:
 - 8.5" x 11" Double-sided, folded in half to final mailing size 8.5" X 5.5"
 - 11"x 17" Double-sided and folded in half, folded in half again to final mailing size 8.5" X 5.5".
- Quantity of printing depends on ward count (see below chart)

Ward Distribution Numbers as of January 2016

Ward	Distribution Fall/Winter (Approx.)*	Distribution Spring/Summer (Approx.)*	Total*
Ward 1	31,746	31,746	63,495
Ward 2	22,965	22,965	45,930
Ward 3	22,797	22,797	45,594
Ward 4	29,214	29,214	58,428
Ward 5	17,264	17,264	34,528
Ward 6	17,963	17,963	35,926
Ward 7	28,280	28,280	56,560
Ward 8	27,770	27,770	55,540

* Quantities may be adjusted as required, and are to be verified by the successful supplier prior to each season.

BID INFORMATION

Advertised	ETN
Bid closed on	Thursday January 21, 2016
Number picking up bid documents	37
Number responding to bid	3

PROPOSAL EVALUATION

The Evaluation Team for this RFQ was comprised of staff from Legislative Services with Purchasing Staff acting as the facilitator.

The proposals were evaluated based on pre-established evaluation criteria as listed in the RFP: 20% qualifications and experience of the Consultant; 20% demonstrated understanding of the Project; 30% project delivery and management, and 30% price totalling 100%. The results are listed in the following table:

Suppliers	Total Score (Out of 100)	Rank
Data Direct Group Inc.	90	1
Warren's Waterless Printing	34	2
Avant Imaging & Information management Inc (AIIM)	22	3

The quoted prices ranged from \$29,980.55 to \$62,477.39 (Inclusive of HST).

The evaluation confirmed Data Direct Group Inc. to be the highest ranked/second lowest priced supplier in combined technical and financial scoring. With the highest technical score overall, Data Direct Group Inc. have previous background in projects of a similar scope and size as well as a good understanding of the project deliverables, key issues and challenges.

Compared to the previous contract (2015), the pricing under this contract is 3% lower.

ENVIRONMENTAL CONSIDERATIONS

The paper to be utilized will be 100% Post Consumer Waste, FSC certified paper from an FSC certified printer.

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

To:	Andy Taylor, Chief Administrative Officer
Re:	209- T-15 Yonge and Colborne Heritage Streetscape Improvements – Construction
Date:	March 09, 2016
Prepared by:	Yvonne Yeung, Senior Planner, Urban Design, Ext. 2780 Rosemarie Patano, Senior Construction Buyer, Ext. 2990

PURPOSE

To obtain approval to award the contract for the construction of Yonge and Colborne Heritage Streetscape Improvements

RECOMMENDATION

Recommended Supplier	Esposito Bros. Construction Ltd. (Lowest Priced Supplier)	
Current Budget Available	\$ 113,863.83	81-6150-13879-005
	\$ 87,180.00	620-101-5399-15037
	\$ 201,043.83	Total (Inclusive of HST)
Less Cost of Award	\$ 232,646.85	Construction
	\$ 16,285.28	Contingency (7%)
	\$ 248,932.13	Total Cost of Award (Inclusive of HST)
Budget Remaining after this award	(\$ 47,888.30)	*

* The budget shortfall in the amount of (\$47,888.30) will be funded from the non-DC Capital contingency, project #6395. An application has been submitted to seek Regional cost-share of 33% (i.e. \$15,803.14) of the total shortfall from the 2016 Regional MSPP fund which can be credited towards the account upon obtaining Regional approval.

BACKGROUND

The Yonge and Colborne heritage streetscape improvements project involves the construction of landscaping works, which includes the following overview of project scope:

- **Conduct** preconstruction and post construction property survey, and hydro vac excavation;
- **Removal** of existing facilities including: concrete curb/gutter, concrete sidewalk, unit paving, timber planter and trees, timber edge, existing flag and banner post, traffic sign post, garden fence, light fixture and irrigation head;
- **Supply and installation** of construction hoarding, silt fence, tree protection fence, new concrete curb/gutter, concrete sidewalk, unit pavers on concrete base, concrete planter with ornamental garden fence, granite planter seat wall with concrete base, new flag/banner post, new traffic sign and stop bar marking on Colborne street;
- **Items supplied and will be installed by contractor:** Small ornamental trees, engraved memorial piece built into side planter curb, tactile plates;
- **Items supplied by City of Markham and will be installed by contractor:** shrubs, perennials, annuals, ornamental grass, Heritage Bench and Receptacle, bike rack, engraved memorial pieces;
- **Items supplied by York Region and will be installed by contractor:** silva cells, planting soil, curb work and street trees;
- **Items supplied and installed by Fantasy Signs:** Markham Heritage Plaque and Post in tree planter, contractor to coordinate with Fantasy for work scheduling.

BID INFORMATION

Advertised	ETN
Bid closed on	November 10, 2015
Number picking up document	15
Number responding to bid	3

PRICE SUMMARY

Suppliers	Bid Price (Inclusive of HST)
Esposito Bros. Construction Ltd.	\$ 232,646.85
Hawkins Contracting Services Limited	\$ 266,345.88
Orin Contractors Corp.	\$ 326,835.13

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

FINANCIAL CONSIDERATIONS

Account Name	Account #	Original Budget	Budget Available	Allocation of Award	Budget Remaining
Streetscape Improvement - Yonge & Colborne Heritage	81-6150-13879-005	129,077	113,864	113,864	0
Yonge & Colborne Heritage Streetscape Improvements	620-101-5399-15037	99,900	87,180	135,068	(47,888)
Total		228,977	201,044	248,932	(47,888)

* The budget shortfall in the amount of (\$47,888.30) will be funded from the non-DC Capital contingency, project #6395. An application has been submitted to seek Regional cost-share of 33% (i.e. \$15,803.14) of the total shortfall from the 2016

Regional MSPP fund which can be credited towards the account upon obtaining Regional approval.

Note: The funding shortfall can be attributed to the following:

The following items were not budgeted for:

▪ Preparation of preconstruction and post construction property survey	\$ 3,000
▪ Testing allowance (Soil)	<u>\$10,000</u>
Sub-Total:	\$13,000

The following items were unfavourable compared to the cost estimate/budget:

▪ Remaining silva cells (cells and accessories)	\$21,000
▪ Raised curb to retain existing planter	\$12,000
▪ Hydro-vac excavation	<u>\$ 2,000</u>
Sub-Total:	\$35,000

OPERATION AND MAINTENANCE IMPACT

The Operations Department has reviewed the project and supports the future maintenance requirements. Operations is currently maintaining the existing streetscape that is comprised of planters, flower baskets, unit pavers, etc. The streetscape improvement project involves upgrade treatment of the similar streetscape items.

Therefore, as per the Urban Design, Operation Department will not require any additional operation and maintenance funding.

ENVIRONMENTAL CONSIDERATIONS

The streetscape improvement project will improve the public realm and environment in respect to:

- Improving accessibility with tactile paving and curb ramps;
- Improving active transportation with bike racks, shade provided by street trees, and paved walkways;
- Improving walk ability with pedestrian amenities including benches and waste receptacles;
- Improving cultural identity with heritage plaque and engraved memorial pieces; and
- Improving sustainability with xeriscape planting materials and use of native non-invasive locally harvested species.



STAFF AWARD REPORT

Page 1 of 2

To:	Biju Karumanchery, Director, Planning and Urban Design
Re:	031-Q-16 Landscape Architectural Consulting Services for Greensborough Williamson Road Neighbourhood Park
Date:	March 22, 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 Greensborough Williamson Road Neighbourhood Park

RECOMMENDATION

Recommended Supplier	Landscape Planning Limited (Lowest Priced Supplier)	
Current Budget Available	\$ 73,030.00	See 'Financial Considerations'
Less cost of award	\$ 49,302.72	Total award (Inclusive of HST)*
	\$ 3,451.19	Contingency @ 7%
	\$ 52,753.91	Total Cost of Award
	\$ 4,747.85	Internal Project Management (9%)
	\$ 57,501.76	Total project cost
Budget after this award	\$ 15,528.24	**

*Recommended award excludes Part 'A' –Community Consultation (as allowed in the RFQ document); this work will be completed by Staff whom have made significant progress on the scope as identified under Part 'A'

** The remaining budget in the amount of \$15,528.24 will be returned to the original funding source.

BACKGROUND

Greensborough Williamson Road Neighbourhood Park is located adjacent to the intersection of Williamson Rd. and Swan Park Road. The anticipated program elements for the park, subject to community consultation and approval are:

- Shade structure
- Junior and senior playground
- Adult fitness equipment
- Multi-purpose court
- Mini-skate spot
- Double tennis court
- Seating and tables
- Walkways and associated landscaping

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 Greensborough Neighbourhood.

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

BID INFORMATION

Advertised	By Invitation
Bids closed on	March 09, 2016
Number picking up bid documents	7
Number responding to bid	7

PRICE SUMMARY

Suppliers	Part A+Part B+Part C+Part D (Inclusive of HST)*	Part B+Part C+Part D (Inclusive of HST)**
Landscape Planning Limited	\$ 57,240.00	\$ 49,302.72
Basterfield & Associates Inc.	\$ 63,600.00	\$ 54,950.40
Cosburn Giberson Landscape Architects Inc	\$ 67,624.61	\$ 62,149.92
Victor Ford and Associates Inc.	\$ 70,163.52	\$ 61,005.12
G.O'Connor Consultants Inc.	\$ 77,183.11	\$ 77,183.11
Johnson Sustronk Weinstein + Associates	\$ 92,984.22	\$ 76,928.52
PMA Landscape Architects Ltd.	\$ 111,233.86	\$ 103,805.38

*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 whom have made significant progress on the scope as identified under Part 'A'

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
Greensborough Williamson Rd. Neighbourhood Park - Design	081-5350-16029-005	\$67,000.00	\$52,753.91	\$14,246.09
Design Internal Project Management	081-5350-16028-005	\$6,030.00	\$ 4,747.85	\$1,282.15
Total		\$73,030.00	\$57,501.76	\$15,528.24

* The remaining budget in the amount of \$15,528.24 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.