



Report to: General Committee

Report Date: May 2, 2011

SUBJECT: Staff Awarded Contracts for the Month of April 2011
PREPARED BY: Alex Moore, Ext. 4711

RECOMMENDATION:

1. THAT the report entitled "Staff Awarded Contracts for the Month of April 2011 be received;

And that Staff be authorized and directed to do all things necessary to give effect to this resolution

EXECUTIVE SUMMARY:

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 By-Law delegate's authority to staff to award contracts with a monthly information report required to be submitted to Council by the Treasurer for all contracts awarded by staff >\$50,000

PURPOSE:

To inform Council of contracts awarded by staff for the Month of April 2011 as per Purchasing By-Law 2004-341 as listed below.

Community & Fire Services

Award Details	Description
Lowest Priced Supplier	<ul style="list-style-type: none">• 001-T-11 Fire Safety System Inspection, Testing and Repairs• 003-T-11 Townwide Pavement Marking• 059-Q-11 Design and Contract Administration Services for Town-wide Illumination• 007-Q-11 Supply and Delivery of 33-3-6 and 10-25-10 Fertilizer
Preferred Supplier	<ul style="list-style-type: none">• 007-T-09 Townwide Catch Basin Cleaning - Contract Extension• 002-T-09 Closed Circuit Television Inspection of Sanitary and Storm Sewer Mains – Contract Extension• 233-S-10 Supply and delivery of Dress Uniforms for the Fire Department

Development Services

Award Details	Description
Lowest Priced Supplier	<ul style="list-style-type: none">• 056-Q-11 Landscape Architectural Consulting Services for Victoria Square Playground and Water Play
Highest Ranked/ Lowest Priced Supplier	<ul style="list-style-type: none">• 043-R-11 Henderson Avenue Watermain Replacement and New Concrete Sidewalk Construction (Clark Avenue to John Street)

20/05/2011

X

Joel Lustig
Treasurer

19/05/2011

X

Andy Taylor
Commissioner, Corporate Services



STAFF AWARD REPORT

Page 1 of 2

To:	Gary Adamkowski, Acting Director, Asset Management
Re:	001-T-11 Fire Safety System Inspection, Testing and Repairs
Date:	March 31, 2011
Prepared by:	Rob Bell, Facility Maintenance & Lifecycle Co-ordinator, ext 3526 Patti Malone, Senior Buyer, ext. 2239

PURPOSE

To obtain approval to award the contract for fire safety system inspection, testing and repairs at various Townwide facilities.

RECOMMENDATION

Recommended Supplier	Advance Fire Control (Lowest Priced Supplier)	
Current Budget Available	\$ 98,342.50	*Various accounts - Budget allocated for these items.
Less cost of award	\$ 98,342.50	Inclusive of HST
Budget Remaining after this award	\$ 0.00	

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

Note: The Town has consistently been awarding inspection and testing work only over previous years. Through spend analysis undertaken by Purchasing, the repair work was added to the scope of work for this contract and as such, the Town has realized an estimated yearly saving of approximately \$36,000 by including the repair work into one contract.

BACKGROUND

The work includes, but is not limited to, inspection, testing and repairs of all fire safety systems including the following:

1. Wet and dry sprinkler systems
2. Fire alarm systems
3. Emergency lighting units
4. Exit lights
5. Smoke alarms and carbon monoxide detectors
6. Fire extinguishers
7. Commercial cooking fire suppression and exhaust systems

All testing and maintenance for all the various requested sections of this quotation are to be performed in accordance with the requirements listed in, and all amendments to, The Ontario Fire Code, O. Reg. 388/97 as amended by O.Reg 398/98, 428/98, 302/99, 475/00 and 315/01 and all other applicable codes and standards having jurisdiction.

BID INFORMATION

Advertised	ETN
Bids closed on	March 2, 2011
Number picking up bid documents	23
Number responding to bid	11

PRICE SUMMARY

Suppliers	Price exclusive of HST
Advance Fire Control	\$98,342.50
Robertson Fire Equipment	\$117,177.66
ATMS Fire Protection	\$120,066.62
Trinity Fire Protection Inc.	\$134,705.00
A.D. Richmond Fire Protection	\$162,968.64
Firetronics 2000	\$169,354.08
Insta Tech SRV	\$168,896.16
M-L Fire & Burglary Alarms	\$170,931.36
Classic Fire Protection	\$172,600.22
Crown Fire Equipment	\$187,685.00
Simplex Grinnell	\$241,603.00

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

To:	John Livey, Chief Administrative Officer
Re:	003-T-11 Townwide Pavement Marking
Date:	March 16, 2011
Prepared by:	Patti Malone, Senior Buyer, ext. 2239 Mike Brady, Supervisor, Contract Administration, ext. 2316

PURPOSE

This award is to obtain approval to contract pavement markings for a one (1) year period, with an option to renew for an additional two (2) years at the same terms, conditions and pricing and based on the contractor's performance and at the sole discretion of the Town ending 2013.

RECOMMENDATION

Recommended Supplier	Guild Electric Limited (Lowest Priced Supplier)	
Current Budget Available	\$ 382,006.00	700-505-5307 Pavement Markings
Less cost of award	\$ 363,384.16	Inclusive of HST impact for 2011
	\$ 363,384.16	Inclusive of HST impact for 2012*
	\$ 363,384.16	Inclusive of HST impact for 2013*
	\$ 1,090,152.48	Total
Budget Remaining after this award	\$ 18,621.84	**

* Staff be authorized to amend the award amount in 2012/13 to reflect changes to the annual operating budget subject to Council approval during the annual budgeting process.

**Balance remaining will remain in the Operating Budget as favourable variance in account 700-505-5307.

BACKGROUND

Provincial legislation provides that pavement markings may be placed by the road authority having jurisdiction. Pavement markings and delineation serve an advisory or warning function, and complement other traffic control devices. They provide drivers with a preview of upcoming changes in the roadway, especially at night. Good markings and delineation generally results in better driver performance and greater driver comfort.

The Operations Department applies pavement markings once in the summer followed with a second application in the fall to areas where traffic volumes are higher and the markings may become less visible. The second application provides additional visibility to the driver through the winter months.

BID INFORMATION

Advertised	ETN
Bids closed on	February 18, 2011
Number picking up bid documents	13
Number responding to bid	3

PRICE SUMMARY (Inclusive of HST)

Suppliers	Bid Price*	Bid Price **
Guild Electric Limited	\$ 286,252.08	\$ 363,384.16
Almon Equipment	\$ 297,373.25	\$ 402,923.81
Woodbine Pavement Markings	\$ 329,142.72	\$ 389,689.92

* Bid opening prices

** This price includes the additional quantities of 6,000 linear meters for the chlorinated rubber 24" line, 56,000 linear meters for the chlorinated rubber 4" line and 415 handicap symbols to improve the line markings within Town owned facilities and parking lots. This will provide the Town the ability to catch up with the back log from 2010 due to unplanned work caused by new accessible legislated requirements.

Staff recommends receiving approval for the full amount of the budget as identified within the report and after approval, Staff will award the bid price only and negotiate the additional quantities identified above with the low bidder.

Note: As compared to the 2010 contract, this contract represents an 11% increase in cost. The price remains firm fixed over the three (3) year period. Guild Electric Limited is the incumbent since 2008.

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

To:	Alan Brown, Director, Engineering
Re:	059-Q-11 Design and Contract Administration Services for Town-wide Illumination 2011
Date:	May 9, 2011
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 and contract administration services for town-wide illumination requirements.

RECOMMENDATION

Recommended Supplier	Morrison Hershfield Limited (Lowest Priced Supplier)	
Current budget available	\$ 130,000.00	A/C # 083-5350-10052-005 Illumination Requests
	\$ <u>9,750.00</u>	Budget allocated for External Consulting
	\$ 139,750.00	Budget allocated for Internal department fee
		Total
Cost of award	\$ 72,941.57	(Inclusive of HST)
	\$ <u>7,294.15</u>	Contingency @ 10%
	\$ 80,235.72	Total cost of award (inclusive of HST)
	\$ <u>6,017.67</u>	Internal department management fee @ 7.5%
	\$ 86,253.39	Total project cost
Budget Remaining after this award	\$ 53,496.61	*

*The remaining balance will be utilized for the design, contract administration and internal department management fee for other locations as outlined in the 2011 illumination program and as budgeted for within the account.

BACKGROUND

As part of the Engineering department's town-wide illumination program, the Town requested quotations from Consultants to provide detailed design and contract administration services for the following six locations;

- Esna Park Rd, West Side, Steeles Avenue to Alden Road
- Esna Park Rd, North Side, Alden Road to Woodbine
- Birchmount Rd, East Side, Denison Street to 14th Avenue
- 14th Avenue, North Side, Go Transit Railway to Kennedy Road
- Second Street North, South Side, Kennedy Road to East end
- Steeles Avenue, North Side, CN Railway to Old Kennedy Road

It is expected that the detail design will commence in April 2011 and will be completed in June 2011. The tender for the installation of illumination is scheduled for July 2011 and construction in August 2011.

BID INFORMATION

Advertised	ETN
Bid closed on	March 25, 2011
Number picking up document	36
Number responding to bid	9

DETAILED PRICING INFORMATION

Suppliers	Price (Inclusive of HST)
Morrison Hershfield Limited	\$ 72,941.57
Moon-Matz Limited	\$ 73,877.76
MMM Group Ltd.	\$ 82,985.28
Genivar Inc.	\$ 93,517.44
Aecom Canada Ltd.	\$ 94,382.40
Traffic Signal Design Technologies Corporation	\$ 94,603.73
Algal Engineering Ltd.	\$ 143,685.12
Goel Group Limited	\$ 151,113.60
Lea Consulting Ltd.	\$ 160,063.39

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

To:	Peter Loukes, Director, Operations
Re:	007-Q-11 Supply and Delivery of 33-3-6 and 10-25-10 Fertilizer
Date:	March 17, 2011
Prepared by:	Patti Malone, Senior Buyer, ext. 2239 Mark Ingwersen, District Manager West, ext. 3000

PURPOSE

To obtain approval to award the contract for the supply and delivery of fertilizer.

RECOMMENDATION

Recommended Supplier	Alliance Agri-Turf. Inc. (Lowest Priced Supplier)	
Current Budget Available	\$ 133,425.72	
Less cost of award	\$ 56,288.54	Total cost of Award (Incl. of HST)
Budget Remaining after this award	\$ 77,137.18	*

* The remaining balance will be used for other sports field maintenance projects as budgeted for within these accounts.

Note: The estimated budget for this requirement was \$76,349.51. This award is within the estimated budget allocated for the fertilizer requirements.

BACKGROUND

Fertilizer is used as a part of the cultural practices program on sports fields.

BID INFORMATION

Advertised	ETN
Bids closed on	February 23, 2011
Number picking up bid documents	19
Number responding to bid	10

PRICE SUMMARY

Suppliers	Total price
Alliance Agri-Turf Inc.	\$56,288.54
Holmes Agro Ltd.	\$59,423.77
FS Partners	\$60,826.02
Sylvite Agri-Services Ltd.	\$63,217.38
Agrium Advanced Technologies	\$65,039.90
Eco Solutions	\$77,159.52
John Deere Landscapes	\$79,474.56
Masters Turf Supply Ltd.	\$80,218.43
Amaizeingly Green Value Products ULC	\$80,746.56
TSC Country Pro Services	\$82,822.46

* This award represents a 16% increase as compared to the 2010 award mainly due to rising food demand and supply constraints.

FINANCIAL DETAILS

Account Name	Account #	Budget Amount	Committed	Budget Available	Amount Allocated to this project - Award	Budget Remaining
2011 Sportsfield Maintenance & Reconstruction - Replacement Program	700-101-4299-11270	119,000.00	40,431.28	78,568.72	21,690.14	56,878.58
Fertilizer/Chemicals	730-732-4410	54,857.00	-	54,857.00	34,598.40	20,258.60
				-		-
Totals:		173,857.00	40,431.28	133,425.72	56,288.54	77,137.18



STAFF AWARD REPORT

Page 1 of 2

To:	John Livey, Chief Administrative Officer
Re:	007-T-09 Townwide Catch Basin Cleaning - Contract Extension
Date:	March 2, 2011
Prepared by:	Mike Brady, Supervisor, Contract Administration, ext 2316 Patti Malone, Senior Buyer, ext. 2239

PURPOSE

The purpose of this report is to obtain approval to extend the contract for "Town-wide Catch Basin Cleaning" for an additional one (1) year as per original tender submission.

RECOMMENDATION

Recommended Supplier	Flow Kleen Tech Ltd. (Preferred Supplier)	
Current Budget Available	\$ 270,376.00	Various accounts -Budget allocated for these items.
Less cost of award	\$ 241,498.00	Inclusive of HST
Budget Remaining after this award	\$ 28,879.00	*

*The remaining balance will be used for non-scheduled cleaning of catch basins for emergency responses and disposal of removed material, i.e. spills, and or illegal dumping into sewers.

Staff recommends:

That the tending process be waived in accordance with Purchasing By-Law 2004-341, Part II, Section 7 (1) (c) which states "when the extension of an existing contract would prove more cost-effective or beneficial".

BACKGROUND

Under this contract the supplier utilizes vacuum type equipment with a minimum intake hose size of 200mm and with the ability to reach sumps up to six metres in depth. Catch Basin Cleaning is required to maintain the integrity of the sewer structure. It also removes the sediments from settling and restricting the flow in the storm drains and migrating to streams and rivers.

OPTIONS/ DISCUSSION

In March 2009, Council approved the award of contract 007-T-09 to the lowest priced bidder, Flow Kleen Tech Ltd. (Flow Kleen) for a period of two (2) years ending February 28, 2011. The Tender has an option to renew for one (1) additional year at the same terms, conditions and pricing to be mutually agreed upon.

As identified within bid document the price for year 3 (2011/12) of the contract was to be mutually agreed upon. Compared with year 1 & 2 pricing, Staff negotiated an increase of 5% with Flow Kleen for the extension year. When you compare the price negotiated for this extension year 2011-2012 to 2006-2008, this new rate is a 1% reduction compared to these 2006-2008 rates.

Flow-Kleen Tech Ltd has been the successful contractor since 2001 with prices that are constantly lower than any other bidder. The following provides comparisons between Flow Kleen and other submissions for previous contracts:

- 2001 Submission – 100% lower than 2nd bidder
- 2005 Submission – 105% lower than 2nd bidder
- 2006 Submission – 62% lower than 2nd bidder
- 2009 Submission – 250% lower than 2nd bidder

OPTIONS/ DISCUSSION (Continued)

Also, Staff compared pricing with three other municipalities and the Town's price under this contract extension is 26% lower for the cleaning of their catch basins compared to these municipalities.

As identified through the 2009 award, Flow Kleen Tech Ltd has a facility that recycles sand from catch basin cleaning after tipping (dewater the sediment). They will stock pile this sand, allow air to go through it, test it, and then resale this sand in Southern Ontario for winter sanding. This is a secondary business for Flow Kleen and allows them to price the tipping cost considerably less than other contractors who have to dump the material at an approved dumpsite as per MOE (Ministry of the Environment).

FINANCIAL CONSIDERATIONS

Account Name	Account #	Budget Amount	Spent to Date	Budget Available	Amount Allocated to this project - Award	Budget Remaining
Catch Basin Cleaning	700-507-5305	188,142	400	187,742	169,375	18,367
Tipping Fees	700-507-5760	85,000	2,366	82,634	72,122	10,512
				-		-
Totals:		273,142	2,766	270,376	241,498	28,879



STAFF AWARD REPORT

Page 1 of 2

To:	John Livey, Chief Administrative Officer
Re:	002-T-09 Closed Circuit Television Inspection of Sanitary and Storm Sewer Mains – Contract Extension
Date:	March 23, 2011
Prepared by:	Diogo Oliveira, Waterworks Supervisor, ext. 2485 Anna Ruberto, Senior Buyer, ext. 2011

PURPOSE

The purpose of this report is to obtain approval to extend Tender 002-T-09 “Closed Circuit Television Inspection of Sanitary and Storm Sewer Mains” for an additional one (1) year at the same 2009 itemized pricing and as per original tender submission.

RECOMMENDATION

Recommended Supplier	Sewer Technologies Inc. (Preferred Supplier)	
Current Budget Available	\$312,736.05	See Financial attachment
Less cost of award	\$312,736.05	Including HST impact
Budget Remaining after this award	\$ 0.00	

Staff further recommends: THAT the tendering process be waived in accordance with Purchasing By-Law 2004-341, Part II, Section 7 (1) (c) when the extension of an existing contract would prove more cost-effective or beneficial;

BACKGROUND

CCTV inspection program collects data on the actual condition of the sanitary and storm sewers for operations and maintenance purposes. It also collects and verifies other sewers data such as size, material type, inflow and infiltration into the system. This information enables Waterworks and Operations (Roads) to verify the current condition and identify defects in the system for regular maintenance and capital rehabilitation planning and management. Regular CCTV inspection provides information to reduce risks and liabilities associated with sewer failures and backups. Extension of this contract provide us with due diligence in maintenance to ensure the Town’s sanitary and storm sewers are in good operational conditions.

This award will complete approximately 119 km of sanitary sewer inspection and 126 km of storm sewer inspection.

Staff awarded Tender 002-T-09 to the lowest priced bidder (Sewer Technologies Inc) in 2009 for a one (1) year term. The Tender had an option to renew for two (2) additional years at the same terms, conditions, pricing and subject to contractor’s performance and satisfaction of the Town. In 2010, Staff received approval for the 1st option year extension and under this award report are requesting approvals to extend for the final contractual year. The funding source for the storm sewer portion is from Operations, where the funding source for the sanitary sewer portion is from Waterworks. Details are listed under the Financial Attachment.

Purchasing department and Waterworks completed the contractor evaluation and are satisfied of their performance and reporting requirements. Based on possible CCTV data standardization within the Province, staff recommends extending the contract for additional one (1) year.

Sewer Technologies Inc. priced submitted under Tender 002-T-09 in 2009 was 6% lower than the 2nd lowest priced supplier. We have received confirmation that Sewer Technologies will honour the same 2009 prices and terms as per the original tender submission for the contract extension. Additionally, staff has confirmed that the rate of \$1.25/metre awarded in 2009 for CCTV inspection is still very competitive price in the marketplace today.

FINANCIAL ATTACHMENT

Account Number / Description	Original Budget	Current Budget Available	Current Budget Allocated	Less Cost of this Award (Including HST impact)	Budget Remaining After Allocation of this award
700-101-5399-9176 2009 Storm Sewer Inspection	\$104,000.00	\$11,836.05	\$11,836.05	\$11,836.05	\$0
700-101-5399-10205 2010 Storm Sewer * Inspection	\$106,100.00	\$45,100.00	\$45,100.00	\$45,100.00	\$0
700-101-5399-11292 2011 Storm Sewer Inspection	\$103,800.00	\$103,800.00	\$103,800.00	\$103,800.00	\$0
760-551-5300 Construction	\$152,000.00	\$152,000.00	\$152,000.00	\$152,000.00	\$0
Total	\$465,900.00	\$312,736.05	\$312,736.05	\$312,736.05	\$0

* Account number 700-101-5399-10205 has a commitment of \$61,000 under PO D9 203.



STAFF AWARD REPORT

Page 1 of 3

To:	John Livey, Chief Administrative Officer
Re:	233-S-10 Supply and delivery of Dress Uniforms for the Fire Department
Date:	February 28, 2011
Prepared by:	Phil Alexander, Deputy Fire Chief, Ext. 5960 Rosemarie Patano, Senior Buyer, Ext. 2990

PURPOSE

To obtain approval to award the contract for purchase of dress uniforms for the Fire Department, for a period of three (3) years ending 2013 at the same itemized prices.

RECOMMENDATION

Recommended Supplier(s)	Uniform Uniforms (Preferred Supplier)	
Current Budget Available	\$ 22,000.00	420-599-4260 – Uniforms (Budget allocated for these items) Project 11176 - Firefighter PPE for Cornell Firefighters (Budget allocated for these items)
	\$ 14,000.00	
	\$ 36,000.00	
Less cost of award	\$ 34,823.17	2011 – Inclusive of HST
	\$ 24,329.68	2012 – Inclusive of HST*
	\$ 24,329.68	2013 – Inclusive of HST*
	\$ 83,482.52	Total Cost of the Award, Inclusive of HST
Budget Remaining after this award	\$ 1,176.83	**

* 2012 and 2013 Capital and Operating budgets are subject to Council Approval; see Financial Considerations for budget details.

**Remaining balance will remain in each respective account to complete outstanding requirements as budgeted for within each respective account.

Staff recommends:

THAT the tendering process be waived in accordance with Purchasing By-Law 2004-341, Part II, Section 7 Non Competitive Procurement, item 1 (c) “when the extension of an existing contract would prove more cost-effective or beneficial.”

BACKGROUND

Firefighter dress uniforms are provided as required under the collective agreement with the Markham Professional Firefighters Association. A full “kit” is provided to each new recruit firefighter in accordance with the agreement; some items, are replaced on an “as necessary” basis if the clothing is damaged, deteriorated, ill-fitting or if a promotion results in a change of rank insignia on the uniform. Minor alterations can be made for rank insignia if the garment remains in good condition.

Over the past several years, the Fire Department have purchased their dress uniforms from Uniform Uniforms with exceptional results. Dress uniforms for staff that are required to wear the uniform daily typically have a 1 - 2 year life expectancy. Staff who are required to wear dress uniforms infrequently (funerals, parades etc) may achieve a life span of 12-15 years, depending on fit. Uniform Uniforms have maintained their pricing from 2005 to 2010. Staff have negotiated with the supplier (Uniform Uniforms) and they have agreed to reduce the unit costs by 4% for 2011, and maintain these prices for an additional two years.

Staff have confirmed price competitiveness with market analysis. Staff compared market pricing from two competitors who have listed pricing for Tunics and Tunic Trousers (Fire's top two purchases in 2010) at approximately 44% higher, per unit than the recommended supplier pricing.

As well, the two competitors products are constructed from blended fabrics rather than the specially dyed fabrics that are better suited in meeting the specifications of the Fire department. As well, unlike the majority of suppliers in the market, these competitor garments are not comparable to the quality standards. Uniform Uniforms are one of the very few Canadian uniform manufacturers in the market who can control their uniform fabrics to maintain consistency and colour following the Canadian Association of Fire Chiefs (CAFC) and Ontario Association of Fire Chief's (OAFC) specs.

Uniform Uniforms has provided superior service to the Fire Department. It has been the Fire Departments intention to work with a selected supplier in making their garments the standard for dress uniforms amongst the Fire Staff. This supplier was selected by the fire department after unsatisfactory service and quality from several different suppliers previously, all with disappointing results and cancellation of contracts. The vendor has previously delivered orders in a timely fashion. The vendor has provided a female tailor as required and has adjusted fitting and delivery schedules to match the firefighter schedule. The garment has superior durability and most garments which require replacement are due to fitting issues; few garments wear out.

Therefore, it is recommended that the award be made to Uniform Uniforms. as offering the best quality products, at the best value to the Town. Staff will review the market conditions again prior to this contractual period identified within the award report and is acceptable to going back to the market if certain conditions are met such as,

- ## FINANCIAL CONSIDERATIONS

[illegible]

FINANCIAL CONSIDERATIONS (Continued)

For the top six purchases, the unit costs include: \$24.96 (white or light blue long-sleeve military shirt), \$24.00 (white or light blue short-sleeve military shirt), \$55.92 (Tunic trousers - Summer, \$61.68 (Tunic Trouser - Serge); \$216.00 (Tunic - Summer), \$237.12 (Tunic – Serge), \$52.80 (Navy Military Sweater).

Other items include: Reversible Raincoat; Patrol Bomber Jacket; and dress uniform accessories such as, CAFC sleeve braid; service bars; caps (Fire Chief, Division Chief, Captain); black dress belts, black clipon ties. Above listed costs are exclusive of HST. Overall, approximately 50 uniforms are estimated to be purchased for 2011. The Fire Department will administer this contract and will adjust quantities when applicable (without penalty to the Corporation) in order to limit spending to the approved budgeted amounts.

Firefighter recruits hired as a result of new station openings have had their original “kit” funded from a separate capital account (Development charges funded). Replacement gear is funded through the annual operating Account #420-599-4260.



STAFF AWARD REPORT

Page 1 of 2

To:	Ronji Borooah, Town Architect
Re:	056-Q-11 Landscape Architectural Consulting Services for Victoria Square Playground and Water Play
Date:	April 15, 2011
Prepared by:	Linda Irvine, Manager, Parks & Open Space Development Ext. 2120 Tony Casale, Senior Buyer Ext. 3190

PURPOSE

To obtain approval to award the contract for Landscape Architectural Consulting Services for Victoria Square Playground and Water Play.

RECOMMENDATION

Recommended Supplier	Basterfield and Associates Inc. (Lowest Priced Supplier)	
Current Budget Available	\$ 90,000.00	81-5350-10038-005 Budget allocated for external consultant Budget allocated for Internal management fee (9%) Total
	\$ 8,100.00	
	\$ 98,100.00	
Less cost of award	\$ 63,091.20	Total award (Inclusive of HST) Contingency @ 10% Total Cost of Award (Inclusive of HST)
	\$ 6,309.12	
	\$ 69,400.32	
	\$ 6,246.02	Internal Project management fee 9% Total project cost
	\$ 75,646.34	
Budget Remaining after this award	\$ 22,453.66	*

*The remaining balance will be used for other consultant requirements and the construction portion of the project.

BACKGROUND

Victoria Square Park is an existing park with 2 baseball diamonds, parking lot and various park amenities. This project will add a junior and senior playground with some accessible components, water play, gazebo/shade structure, and all supporting plaza areas, walkways planting, servicing to this existing park. All work for this park will be south of the existing ball diamonds, with walkway connections to Woodbine Avenue, Prince Regent Street, and to the park immediately to the south of this park block. It is anticipated that the construction of this project will begin in September 2012 and be completed by July 2013.

BID INFORMATION

Advertised	By Invitation
Bids closed on	April 08, 2011
Number picking up bid documents	8
Number responding to bid	7 *

*One bidder advised that they did not submit due to current workload restraints.

PRICE SUMMARY

Suppliers	Total (Inclusive of HST)
Basterfield & Associates Inc.	\$ 63,091.20
Strybos Barron King Ltd.	\$ 72,249.60
PMA Landscape Architects	\$ 80,357.83
JSW & Associates	\$ 90,799.43
Victor Ford and Associates Inc.	\$ 93,619.20
Fleisher Ridout Partnership Inc.	\$100,737.31
Cosburn Giberson Consultants Inc.	\$104,812.80



STAFF AWARD REPORT

Page 1 of 3

To:	John Livey, Chief Administrative Officer
Re:	043-R-11-R Henderson Avenue Watermain Replacement and New Concrete Sidewalk Construction (Clark Avenue to John Street)
Date:	April 7, 2011
Prepared by:	Daniel Chiu, Senior Capital Works Engineer. Ext: 8120 Robert Slater, Senior Construction Buyer. Ext. 3189

PURPOSE

To obtain approval to award the contract for the Detailed Design, Contract Administration and Inspection Services for the replacement of watermain and construction of new concrete sidewalk on Henderson Avenue from Clark Avenue to John Street

RECOMMENDATION

Recommended Supplier	Valdor Engineering Inc. (Highest Ranked / Lowest Priced Bidder)	
Less: Cost of Award	\$ 106,420.85	Watermain Award (Design & Contract Adm/Insp)
	\$ 15,963.13	Watermain Award (Contingency)
	\$ 9,178.80	7.5% (Town) Internal Management Fee – Watermain
	\$ 131,562.78(b)	Total Watermain
	\$ 34,314.25	Sidewalk Award (Design & Contract Adm/Insp)
	\$ 5,147.15	Sidewalk Award (Contingency)
	\$ 2,959.61	7.5% (Town) Internal Management Fee – Sidewalk
	\$ 42,421.01(e)	Total Sidewalk
Budget Remaining after this award	\$ 8,437.22(c)	053-6150-11390-005(Watermain Replacement)*
	\$ 17,578.99(f)	083-5350-11055-005 (Sidewalk program)**

* The remaining balance in the amount of \$8,437.22 (a – b =c) will returned to the original funding source after completion of the project.

** The remaining balance in the amount of \$17,578.99 (d – e =f) will returned to the original funding source after completion of the project.

BACKGROUND

The Town of Markham requested proposals from Consultants to provide design and contract administration and inspection services for the replacement of the existing an aging municipal watermain and construction of new concrete sidewalk on Henderson Avenue from Clark Avenue to John Street.

WATERMAIN

The existing watermain will be replaced with new 150 mm and 250 mm diameter PVC watermain complete with services, valves and appurtenances. The watermain is approximately 700 m in length. The current watermain is in need of replacement. Markham Operation's Staff wish to have the detailed design of the watermain replacement, the tendering of the project and the actual construction work to proceed this year.

The Consulting services of Detailed Design, Contract Administration and Inspection services are for the following:

- The replacement of approximately 700 metres of existing watermain with new 150mm and 250 mm diameter PVC pipes.
- The replacement of all existing water services;
- The replacement of all main line valves and chambers, hydrants and appurtenances etc.

SIDEWALK

Markham Operations has requested the Engineering Department to include the construction of new concrete sidewalk on the east side of Henderson Avenue from Clark Avenue to John Street in the 2011 sidewalk program. Henderson Avenue is a collector road, therefore it must have sidewalk on both sides of the roadway. There is an existing sidewalk on the west side of the roadway. Markham Operations wish to have the detailed design of the new sidewalk construction, the tendering of the project and the actual construction work to proceed this year. The work includes the following:

- The construction of approximately 700 metres of 1.5 m wide new concrete sidewalk.
- The replacement of existing curb if required.
- The relocation of existing fire hydrants, cable boxes, poles, street signs, and other street furniture/appurtenances as required.
- The repair and reinstatement of landscaping, driveways, structures etc. disturbed or damaged in the process of new sidewalk construction.

The Scope of Work for the watermain replacement and construction of the new sidewalk is divided into two (2) parts, Part A – Detailed Design Services and Part B – Contract Administration and Construction Inspection Services.

BID INFORMATION

Advertised	ETN
Bids closed on	March 11, 2011
Number of Bidders that picked up bid documents	19
Number of Bidders responding to bid	13

PROPOSAL EVALUATION

The evaluation team was comprised of staff from the Engineering Department with purchasing acting as the facilitator. The evaluation was based on pre-established evaluation criteria as listed in the Request for Proposal: 20% Qualifications and Experience of firm and related projects, 20% for qualifications and experience of the lead consultant and project team, 30% for project management, understanding and delivery and 30% for price, totaling 100%, with resulting scores as follows:

Suppliers	Score (out of 100)	Ranking
Valdor Engineering Inc.	83.67	1
Chisholm Fleming & Associates	82.23	2
Associated Engineering (Ont.) Ltd.	80.79	3
Cole Engineering Group.	79.39	4
Greer Galloway Group Inc.	78.64	5
Stantec Consulting Ltd.	78.45	6
Schaeffer & Associates	75.63	7
Morrison Hershfield Limited	74.71	8
Genivar Inc.	74.30	9
AMEC Earth and Environmental	72.74	10
Ainley Group	69.17	11
SRM Associates	67.07	12
IBI Group	59.52	13

Prices ranged from approximately \$140,735.10 to \$247,459.97 (Inclusive of HST).

PROPOSAL EVALUATION (Continued)

The bids have been verified for accuracy and compliance with the Request for Proposal terms and conditions. Purchasing has reviewed the references of the recommended proponent and is satisfied with the references provided. All proposals received for this project scored very well on the technical component (70%) of the scoring criteria including the recommended proponent. When the price component of 30% was combined into the technical scoring and since Valdor was the lowest priced bidder, they therefore gained the full 30% for the price component. Valdor combined for the highest combined technical and price marks and is recommended to be awarded this project.