



Report to: General Committee

Report Date: April 1, 2015

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**SUBJECT:** Staff Awarded Contracts for the Month of March 2015  
**PREPARED BY:** Alex Moore, Ext. 4711

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**RECOMMENDATION:**

1. THAT the report entitled “Staff Awarded Contracts for the Month of March 2015” 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 2015 as per Purchasing By-law 2004-341.

**BACKGROUND:**

Council at its meeting of May 26<sup>th</sup>, 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"><li>• 265-T-14 Supply and Install Tree Planting</li><li>• 003-T-15 Short Term Rental of Vehicles</li><li>• 019-T-15 Mount Joy School Restoration</li><li>• 029-Q-15 Supply &amp; Delivery of Sign Sheeting Material</li><li>• 042-T-15 Cathodic Protection of Iron Watermains</li><li>• 049-T-15 City-wide Island Cleaning</li><li>• 058-T-15 Supply and Delivery of 10-25-10 and 33-3-6 Fertilizer.</li><li>• 064-T-15 Window Blind Installation for Pan-Am Centre</li></ul>
Sole Bidder	<ul style="list-style-type: none"><li>• 018-Q-15 Spring Take Down, Storage and Fall Setup for St. Roberts Air Support Structure</li></ul>
Non-Competitive Procurement	<ul style="list-style-type: none"><li>• 089-S-15 Tree Stumping</li></ul>

**Corporate Services**

Award Details	Description
Lowest Priced Supplier	<ul style="list-style-type: none"><li>• 022-Q-15 Armoured Cargo Services</li></ul>

09/04/2015

X 

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Joel Lustig  
Treasurer

09/04/2015

X 

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Trinela Cane  
Commissioner, Corporate Services



### STAFF AWARD REPORT

To:	Andy Taylor, Chief Administrative Officer
Re:	265-T-14 Supply and Install Tree Planting
Date:	April 9, 2015
Prepared by:	Peter Shields, Supervisor, Forestry Ext. 2335 Patti Malone, Senior Buyer, Ext. 2239

#### PURPOSE

To obtain approval to award the contract for the supply and install tree planting for spring and fall.

#### RECOMMENDATION

Recommended Supplier	Lomco (Lowest Priced Supplier, Area 1) Salivan Landscape Ltd. (Lowest Priced Supplier, Area 2) Royal Oak Tree Services Inc. (Lowest Priced Supplier, Area 3)	
Current budget available	\$ 2,544,000.00	700-101-5399-15013 Supply and Planting of Trees (EAB Project)
Cost of award	\$ 2,333,605.09	Cost of award (inclusive of HST)
Budget Remaining after this award	\$ 210,394.91	*

\* The remaining funds of \$210,394.91 to be retained within the EAB budget for ongoing program costs.

#### BACKGROUND

EAB has devastated the ash tree population in Markham. The City had to aggressively remove nearly 6,000 ash trees last fall from City streets related to high risks to persons/property due to ash tree mortality and significant decline. The planting relates directly to those 6,000 removals. To ensure best strategy, it was determined to plant in phases to account for a number of tree stumps that must still be grinded this spring and summer of 2015 and before the fall planting season. The City requested the Contractors supply, install, water, structurally prune, and guarantee each tree for 2 years.

#### BID INFORMATION

Advertised	ETN
Bid closed on	February 26, 2015
Number picking up document	26
Number responding to bid	7

#### PRICE SUMMARY (INCLUDING HST)

Suppliers	Bid Price - Area 1	Bid Price - Area 2	Bid Price – Area 3
<b>Lomco</b>	<b>\$909,652.99*</b>	n/a	n/a
<b>Salivan Landscape Ltd.</b>	n/a	<b>\$816,139.62*</b>	n/a
<b>Royal Oak Tree Service Inc.</b>	\$ 979,969.15	\$895,772.93	<b>\$607,812.48*</b>
CSL Group Ltd.	\$1,020,236.60	\$944,172.02	\$637,504.52
Garden Grove Landscaping Inc.	\$1,239,825.47	\$1,133,284.79	\$775,562.77
Baker Forestry & Nurseries	\$1,463,605.94	\$1,144,572.06	\$793,361.66
Extreme Landscape Inc.	\$3,999,272.74	\$3,976,841.94	\$2,511,451.72

\*The bid document stipulated that one contractor would be awarded Area 1, another Contractor area 2, and a third Contractor area 3. The contract award decision would be determined by the most favorable pricing combination to the City (as determined by the City in its sole discretion)."



## STAFF AWARD REPORT

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To:	Andy Taylor, Chief Administrative Officer
Re:	003-T-15 Short Term Rental of Vehicles
Date:	February 27, 2015
Prepared by:	Laurie Canning, Manager, Fleet & Supplies, ext 4896 Patti Malone, Senior Buyer, ext. 2239

### PURPOSE

The purpose of this report is to award the contract for the short term rental of vehicles for one year with an option for an additional three (3) year at the same itemized pricing.

### RECOMMENDATION

Recommended Supplier (s)	Somerville National Leasing & Rentals Ltd.(Lowest Priced Supplier)	
Current Budget Available	\$ 221,269.00	See Financial Section
Less cost of award	\$ 145,169.80 \$ 145,169.80 \$ 145,169.80 <u>\$ 145,169.80</u> \$ 580,679.20	2015 Inclusive of HST* 2016 Inclusive of HST* 2017 Inclusive of HST* 2018 Inclusive of HST* Total Cost of Award
Budget Remaining after this award	\$ 76,099.20	**( \$221,269.00 - \$145,169.80)

\*Subject to Council approval of the operating budget

\*\* \$15,781 of the remaining amount of \$76,099.20 will be used to cover potential damage charges. The remaining balance of \$60,318.20 will be reduced from the base budget as part of the 2015 budget process.

### BACKGROUND

These vehicles are for spring and summer requirements identified by the Operations, Parks, Roads, Waste Management, Bylaws and Engineering departments. The number of seasonal rental vehicles required in 2015 is 43 compared to 44 in 2014.

### BID INFORMATION

Advertised	ETN
Bids closed on	February 10, 2015
Number picking up bid documents	13
Number responding to bid	5

### PRICE SUMMARY (Inclusive of HST)

Vehicle Type	Qty	Number of months	Start Date	End Date	Somerville National Leasing & Rentals Ltd.	Budget Car Inc.	Quest Automotive Leasing Services Ca.	Horizons Car & Truck Rentals Ltd.	Enterprise Rentacar
9200 lbs GVW Crew Cab Pickups	7	5	Apr. 1	Aug. 31	<b>\$802.89</b>	\$1,017.60	No Bid	\$1,177.35	\$1,221.11
9200 lbs GVW Crew Cab Pickups	10	7	Apr. 1	Oct. 31	<b>\$802.89</b>	\$1,017.60	No Bid	\$1,177.35	\$1,221.11
9200 lbs GVW Crew Cab Pickups	1	4	May 1	Aug. 31	<b>\$802.89</b>	\$1,017.60	\$961.63	\$1,177.35	\$1,221.11
1/2 ton Regular Cab Pickups	3	5	Apr. 1	Aug. 31	<b>\$505.75</b>	\$814.08	\$589.19	\$791.46	\$763.19
1/2 ton Regular Cab Pickups	3	7	Apr. 1	Oct. 31	<b>\$505.75</b>	\$814.08	\$582.07	\$791.46	\$763.19
1/2 ton Regular Cab Pickups	18	4	May 1	Aug. 31	<b>\$505.75</b>	\$814.08	\$706.21	\$791.46	\$763.19
1/2 ton Regular Cab Pickups	1	6	June 1	Nov. 30	<b>\$505.75</b>	\$814.08	\$580.03	\$791.46	\$763.19

Note: As compared to the previous contract (2010-2014), the 9200 lbs crew cab pick-up monthly cost have decreased by 17% and ½ ton regular cab by 33%. Staff believe the specifications which allowed for vehicles from the current model year or within a three year old period from date of manufacture contributed to this reduction in costs.

**SUMMARY OF AWARD**

Vehicle Type	Qty	Months	Monthly Rate	Extended Cost
9200 lbs GVW Crew Cab Pickups	7	5	\$802.89	\$28,101.02
9200 lbs GVW Crew Cab Pickups	10	7	\$802.89	\$56,202.05
9200 lbs GVW Crew Cab Pickups	1	4	\$802.89	\$3,211.55
1/2 ton Regular Cab Pickups	3	5	\$505.75	\$7,586.21
1/2 ton Regular Cab Pickups	3	7	\$505.75	\$10,620.69
1/2 ton Regular Cab Pickups	18	4	\$505.75	\$36,413.80
1/2 ton Regular Cab Pickups	1	6	\$505.75	\$3,034.48
<b>Total Cost (Inclusive of HST)</b>				<b>\$145,169.80</b>

The following are the changes in quantities from 2009 to the 2015 contract:

Vehicle Type	2009	2010	2011	2012	2013	2014	2015
9200 lbs GVW Crew Cab Pickups	22	22	23	25	25	23	18
1/2 ton Regular Cab Pickups	19	14	12	18	23	21	25
Totals	41	36	35	43	48	44	43

**FINANCIAL CONSIDERATIONS**

Account Name	Account #	Budget Amount	Budget Allocated for this item	Award (inclusive of HST)	Budget Remaining
Fleet Vehicle Rent/Lease	750-752-5500	216,995.00	216,995.00	140,895.80	76,099.20
Engineering Vehicle Rent/Lease	640-998-5500	9,000.00	4,274.00	4,274.00	0
<b>Totals:</b>		<b>225,995.00</b>	<b>221,269.00</b>	<b>145,169.80</b>	<b>76,099.20</b>



## STAFF AWARD REPORT

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To:	Brenda Librecz, Commissioner, Community & Fire Services
Re:	019-T-15 Mount Joy School Restoration
Date:	February 27, 2015
Prepared by:	Renee England, Project Engineer 905-477-7000, Ext. 2674 Flora Chan, Senior Buyer 905-477-7000, Ext. 3189

### PURPOSE

To obtain approval to award the contract for "Mount Joy School Restoration".

### RECOMMENDATION

Recommended Supplier (s)	1370629 Ontario Ltd. - Jass Construction (Lowest Priced Supplier)	
Current Budget Available	\$ 469,755.00	510-101-5399-14105 Museum
Less cost of award	\$ 187,638.62	Inclusive of HST
	\$ 41,141.57	Provisional item (Front and Rear Entrance modification)
	\$ 18,763.86	10% Contingency
	\$ 247,544.05	Total Award Cost
Budget Remaining after this award	\$ 222,210.95	*

\* The remainder in the amount of \$222,210.95 will be returned to the original funding source.

Note: The provisional items include the demolition and replacement of the front and rear entrance areas. These entrance areas require replacement due to age and their current state. They were left out of the tender price due to uncertainty of tender prices the City would receive and staff believe they are good value to include within this award.

### BACKGROUND

Mount Joy School is a historic building located on the Markham Museum Grounds. Repairs to the building envelope are necessary. The work for this tender includes structural repairs, brick and masonry repairs, window replacement and repairs, and replacement of the attic ship ladder. The work will also include replacement of the front and rear doors to the building. These repairs will provide a safe environment for public programs and a safe workplace for employees.

### BID INFORMATION

Advertised	ETN
Bids closed on	February 19, 2015
Number picking up bid documents	38
Number responding to bid	14

### PRICE SUMMARY (Inclusive of HST)

Suppliers	Bid Price	Provisional Price	Total Price
<b>1370629 Ontario Ltd. - Jass Construction</b>	<b>\$ 187,638.62</b>	<b>\$ 41,141.57</b>	<b>\$ 228,780.19</b>
2231836 Ontario Ltd. – BB Building Solutions	\$ 195,165.50	\$ 74,793.60	\$ 269,959.10
MJK Construction	\$ 233,500.02	\$ 45,498.93	\$ 278,998.95
Heritage Restoration Inc..	\$ 242,371.97	\$ 49,862.40	\$ 292,234.37
KIB Building Restoration Inc.	\$ 257,554.56	\$ 43,044.48	\$ 300,599.04
Clifford Restoration Ltd.	\$ 269,664.00	\$ 48,530.36	\$ 318,194.36
Rutherford Contracting Ltd.	\$ 269,740.32	\$ 62,073.60	\$ 331,813.92
Limen Group	\$ 302,664.77	\$ 65,533.44	\$ 368,198.21
Anacond Contracting Inc.	\$ 320,316.50	\$ 45,401.24	\$ 365,717.74
2SC Contracting Inc.	\$ 333,772.80	\$ 74,284.80	\$ 408,057.60
Colonial Building Restoration	\$ 342,320.64	\$ 57,799.68	\$ 400,120.32
Brooks Restoration	\$ 365,267.52	\$ 53,932.80	\$ 419,200.32
W.E. Marshall Construction	\$ 378,750.72	\$ 106,848.00	\$ 485,598.72
Compass Construction	\$ 485,283.26	\$ 138,495.36	\$ 623,778.62

**PRICE SUMMARY (Continued)**

There are number of factors that could explain the variance for this tender. The tender was released during the winter months when contractors have less work and the year's schedule has not usually been set. Competition was stiff judging by the number of bid submissions and contractors who attended the site visit.

The project is expected to be completed by September 4th, 2015.



### STAFF AWARD REPORT

To:	Bob Nicholson, Acting Director, Operations
Re:	029-Q-15 Supply & Delivery of Sign Sheeting Material
Date:	March 25, 2015
Prepared by:	Craig Breen, Supervisor, Contract Administration Ext. 3000 Patti Malone, Senior Buyer, Purchasing Ext. 2239

#### PURPOSE

To obtain approval to award the contract for supply & delivery of sign sheeting materials for a 3 year term at the same itemized pricing.

#### RECOMMENDATION

Recommended Supplier	Cedar Signs (Lowest Priced Supplier)	
Current Budget Available	\$ 28,616.00	700-505-4580 Traffic Signs Supplies
Less cost of award	\$ 27,706.06	April 1 – December 31, 2015*
	\$ 36,941.42	January 1 – December 31, 2016*
	\$ 36,941.42	January 1 – December 31, 2017*
	\$ 9,235.36	January 1 – March 31, 2018*
	\$ 110,824.26	Total Award
Budget Remaining after this award	\$ 909.91	**(\$28,616.00 - \$27,706.06)

\* Subject to Council approval of the 2015/2016/2017/2018 operating budgets

\*\* The remaining funds of \$909.91 will be used for other traffic and sign supplies.

#### BACKGROUND

This quotation was issued for high intensity sheeting materials required to manufacturer signs made by the Operations Department.

#### BID INFORMATION

Advertised	ETN (Electronic Tendering Network)
Bids closed on	March 9 <sup>th</sup> , 2015
Number picking-up the bid	18
Number responding to bid	3

#### PRICE SUMMARY

Suppliers	Annual Price, Inclusive of HST
<b>3M Canada Company</b>	<b>\$36,941.42</b>
921964 Ontario Limited	\$37,642.85
Cedar Signs Inc.	\$42,100.18



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

To:	Andy Taylor, Chief Administrative Officer
Re:	042-T-15 Cathodic Protection of Iron Watermains
Date:	March 4, 2015
Prepared by:	David Huynh, Senior Infrastructure Engineer, ext. 2400 Patti Malone, Senior Buyer, ext. 2239

**PURPOSE**

The purpose of this report is to obtain approval to award the contract for Cathodic Protection of Cast Iron Watermains for a four (4) period at the same itemized pricing.

**RECOMMENDATION**

Recommended Supplier (s)	1460973 Ontario Limited O/A - C. P. Systems (Lowest Priced Supplier)	
Current Budget Available	\$ 505,540.00	053-6150-15288-005 Cathodic Protection of Iron Watermains Budget Allocated for this Award
Less cost of award	\$ 457,726.66	2015 Inclusive of HST*
	\$ 457,726.66	2016 Inclusive of HST*
	\$ 457,726.66	2017 Inclusive of HST*
	\$ 457,726.66	2018 Inclusive of HST*
	<u>\$ 183,090.64</u>	Contingency 10% (4 years, at \$45,772.66 per year for 2015/16/17/18)
Total Award	\$ 2,013,997.28	
Budget Remaining after this award	\$ 2,040.68**	(\$505,540.00 - \$503,499.32***)

\* Subject to Council approval of the 2015/2016/2017/2018 budgets.

\*\* The remaining balance in the amount of \$2,040.68 will be returned to the original funding source.

\*\*\* Annual award amount is \$457,726.66 (award) + \$45,772.66 (Contingency) = \$503,499.32

**BACKGROUND**

External corrosion of iron watermains is the leading cause of municipal watermain breaks. The Waterworks cathodic protection of iron watermains program is an annual preventative maintenance program for controlling the corrosion rate in Markham watermains, which reduces costly watermain breaks and to extend pipe life expectancy. In the program, magnesium anodes are installed using an auger drilling device or a vacuum excavation machine, and are wired to the iron pipe to inhibit the electrochemical corrosion process in the pipe. This protects the pipe itself from corrosion. Anodes are estimated to last for 20 years, depending on field soil conditions.

In the last 20 years of the first cycle of cathodic protection program, Waterworks has successfully completed installation of magnesium anodes to protect a total of 274 km of ductile and cast iron watermains. Since the program started in 1993, the annual number of watermain breaks in Markham has been reduced, from 163 in 1986 to average of 30 in the last 5 years.

The 2015 program and the next three year (2016 to 2018) program include 15km of cathodic protection of iron watermains per year, located in various locations in the City. This second cycle (renewal) of 15km of watermain per year cathodic protection will continue to protect the ductile iron watermain from corrosion. Watermains at the end of their lifecycle are further assessed, planned and replaced as required.

**BID INFORMATION**

Advertised, place and date	ETN
Bids closed on	February 26, 2015
Number of Bidders picking up bid documents	5
Number of Bidders responding to bid	2*

\*Two bidders did not bid since they no longer do this type of work and one bidder was too busy.

**PRICE SUMMARY**

<b>Suppliers</b>	<b>Total Price, incl. HST impact</b>
<b>1460973 Ontario Limited O/A - C. P. Systems</b>	<b>\$ 457,726.66*</b>
Global Cathodic Protection	\$ 864,135.74

\*C.P. Systems is the incumbent for this contract and compared to the 2014 contract this contract represents a 12.82% increase; however, the prices will remain fixed for a four (4) year period (2015-2018).



## STAFF AWARD REPORT

To:	Brenda Librecz Commissioner Community & Fire Services
Re:	049-T-15 City-wide Island Cleaning
Date:	March 16, 2015
Prepared by:	Patti Malone, Senior Buyer, ext. 2239 James Bingham, Supervisor, Parks West, ext. 7997

### PURPOSE

To obtain approval to award the contract for median and boulevard hard surface maintenance for a one (1) year period with an option to renew the contract for an additional two (2) years at same terms, conditions and pricing, based on the contractor's performance, and at the sole discretion of the City.

### RECOMMENDATION

Recommended Supplier	Humberview Maintenance Group Ltd. (Lowest Priced Supplier)	
Current Budget Available	\$ 44,000.00	730-730-5399 Grass/Weed removal
Less cost of award	\$ 43,112.40	Inclusive of HST for 2015*
	\$ 43,112.40	Inclusive of HST for 2016*
	\$ 43,112.40	Inclusive of HST for 2017*
	\$ 129,337.20	Total Cost of Award
Budget Remaining after this award	\$ 887.60	*( \$44,000 - \$43,112.40)

\* Subject to Council approval of the 2015/2016/2017 operating budgets

### BACKGROUND

This established program first began in 2006 as part of Markham's initiative to keep an ongoing maintenance of the islands located on roadways. The scope of work includes complete cleaning and disposal of materials from all islands or medians within the City of Markham, such as weeds, sand and litter.

The award is based on complete cleaning and disposal of material three (3) times per year between May and November of each year. A list of islands (Asphalt median – 433 locations, Concrete median – 276 locations, Interlock median – 79 locations, River rock median – 3 locations) has been provided to bidders.

### BID INFORMATION

Advertised	ETN
Bids closed on	March 12, 2015
Number picking up bid documents	11
Number responding to bid	10

### PRICE SUMMARY (Inclusive of HST)

Suppliers	Price/Cleaning*	Cleanings/Year	Total/Year
<b>Humberview Maintenance Ltd.</b>	<b>\$ 14,370.80</b>	<b>3</b>	<b>\$ 43,112.40</b>
A&G the Road Cleaners Ltd	\$ 29,122.06	3	\$ 87,366.18
Lans Construction & Contracting Ltd.	\$ 50,025.22	3	\$ 150,075.66
Samcor Landscaping Inc.	\$ 52,319.90	3	\$ 156,959.70
Municipal Maintenance Inc.	\$ 61,910.78	3	\$ 185,732.34
Peter Young Ltd.	\$ 73,650.84	3	\$ 220,952.52
Forest Ridge Landscaping Inc.	\$ 92,565.98	3	\$ 277,697.94
Propower Wash Canada Inc.	\$ 138,425.00	3	\$ 415,275.00
Propower Wash Canada Inc.	\$ 140,861.28	3	\$ 422,583.84
Bam Bam Construction Inc.	\$ 152,130.18	3	\$ 456,390.54
Rafat General Contracting Inc.	\$ 191,664.96	3	\$ 574,994.88

\*Compared to the 2011-2014 contract, pricing received under this contract has increased by 3%, however, the number of locations have increased by 11% and the prices are fixed until 2017. The low bidder is the incumbent.

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

To:	Brenda Librecz, Commissioner, Community & Fire Services
Re:	058-T-15 Supply and Delivery of 10-25-10 and 33-3-6 Fertilizer.
Date:	March 24, 2015
Prepared by:	James Bingham, Supervisor, Parks West Patti Malone, Senior Buyer, Purchasing

**PURPOSE**

To obtain approval to award the contract for supply and delivery of 10-25-10 and 33-3-6 Fertilizer for a one (1) year plus two year renewal option at the same itemized pricing.

**RECOMMENDATION**

Recommended Supplier	1727560 Ontario Inc. o/a Holmes Agro (Lowest Priced Supplier)	
Current Budget Available	\$ 67,700.00	730-732-4410 & 730-732-4410
Less cost of award	\$ 67,668.36	2015 (Inclusive of HST)*
	\$ 67,668.36	2016 (Inclusive of HST)*
	\$ 67,668.36	2017 (Inclusive of HST)*
	\$ 203,005.08	Total
Budget Remaining after this award	\$ 31.64	**(\$67,700 - \$67,668.36)

\* Subject to Council approval of the 2015/16/17 budget.

\*\* The remaining funds of \$31.64 will be utilized for other expenses, as budgeted for, within the Sportsfield Maintenance account.

**BACKGROUND**

Fertilizer is used as a part of the cultural practices program on sports fields to promote a safe and healthy turf. Currently, fertilization is being done in over 150+ soccer, baseball, rugby and cricket pitches City wide. In addition, City facilities and parks are also included in the spring and fall fertilizing programs to achieve a healthy turf for Community use.

**BID INFORMATION**

Advertised	ETN (Electronic Tendering Network)
Bids closed on	March 19, 2015
Number of bidders picking up the document	5
Number responding to bid	4

**PRICE SUMMARY**

Suppliers	Inclusive of HST
<b>1727560 Ontario Inc. o/a Holmes Agro</b>	<b>\$ 67,668.36</b>
Alliance Agri-Turf	\$ 71,995.20
Enviro Sol	\$ 79,057.34
Crop Productions Services (Canada) Inc.	\$ 96,834.82

\* Prices are based on an estimate of 29,000 Kg of 10-25-10 fertilizer and 50,000 Kg of 33-3-6 fertilizer.

Note: As compared to the previous contract (2012-2014), this contract represents an increase of 8%. However, the prices are fixed until 2017.

## FINANCIAL ATTACHMENT

Account Name	Account #	Original Budget Amount	Amount to Allocate to this Award	Cost of the Award	Budget Remaining after Allocation of Award
Sportsfield Fertilizer	730-732-4410	\$ 58,838	\$ 58,838	\$ 58,838	\$ -
Sportfield Maintenance	730-732-5415	\$ 421,027	\$ 8,862	\$ 8,830	\$ 31.64
<b>Total</b>		<b>\$ 479,865</b>	<b>\$ 67,700</b>	<b>\$ 67,668</b>	<b>31.64</b>



## STAFF AWARD REPORT

To:	Brenda Librecz, Commissioner, Community & Fire Services
Re:	064-T-15 Window Blind Installation for Pan-Am Centre
Date:	March 16, 2015
Prepared by:	Max Stanford, Project Manager, Ext. 2710 Flora Chan, Senior Buyer, Ext. 3189

### PURPOSE

To obtain approval to award the contract for Window Blind Installation for Pan-Am Centre.

### RECOMMENDATION

Recommended Supplier	MJK Construction Inc. (Lowest Priced Supplier)	
Current Budget available	\$ 82,899.00	500-101-5399-13856 Pan Am Post work
Less cost of award	\$ 127,001.57	Award (Inclusive of HST)
	\$ 12,700.16	10% Contingency
	\$ 139,701.73	Total Award Inclusive of HST
	<u>(\$ 56,802.73)</u>	Reimbursement from TO2015 (40.66%)*
	\$ 82,899.00	Net Impact to the City (59.34%)**
Budget Remaining after this award	\$ 0.00	

\*The City will issue an invoice in the amount of \$56,802.73 to TO2015 for their 40.66% portion of facility costs as outlined in the funding agreement for Pan Am.

\*\*On Nov 9, 2012 Council approved funding \$46.59M towards the Pan Am facilities whereby the City commitment is 59.34% of the total facility cost.

### BACKGROUND

The requirement for black-out blinds was not in the original specifications but is a requirement. The existing lighting control impacts the functionality of affected areas. Areas includes: Badminton Hall, Warm-up Hall, Lobby, Administration, 2 Meeting rooms, 2 Multi-purpose studios, 2 Corridors.

The work completion date is May 1, 2015. Any deficiencies must be completed on or before May 1, 2015 due to restricted access to the building after this date.

The City has no prior history with MJK Construction Inc. References have been checked for MJK Construction Inc. with other municipalities (Pickering and Vaughan) with favourable response for similar project scope. The project consultant has verified MJK's bid submission to meet all the requirements of the Request for Tender and is confident that they will meet City's schedule, expectations and standards.

### BID INFORMATION

Advertised	ETN
Bid closed on	March 12, 2015
Number picking up document	12
Number responding to bid	4

### PRICE SUMMARY

Suppliers	Price (Inclusive of HST)
MJK Construction Inc.	\$ 127,001.57
Portfolio Contracting Ltd.	\$ 151,329.33
Dontex Construction Ltd.	\$ 160,065.43
P&C General Contracting	\$ 183,063.19



## STAFF AWARD REPORT

To:	Brenda Librecz, Commissioner, Community and Fire Services
Re:	018-Q-15 Spring Take Down, Storage and Fall Setup for St. Roberts Air Support Structure
Date:	March 04, 2015
Prepared by:	Martin Barrow, Facility Allocations Coordinator, ext. 2361 Rosemarie Patano, Senior Construction Buyer, Purchasing, ext. 2990

### PURPOSE

To obtain approval to award the contract for the annual spring take down, storage and fall setup of the St. Roberts Air Supported Structure for a three (3) year period at the same itemized prices.

### RECOMMENDATION

Recommended Supplier	Yeadon Fabric Structures Ltd. (Sole Bidder)	
Current Budget Available	\$ 39,820.00	730-740-5399 – St. Roberts – Contracted Services
Less cost of award	\$ 33,531.96	Year 1, April 1, 2015 to November 01, 2015*
	\$ 33,531.96	Year 2, April 1, 2016 to November 01, 2016*
	\$ 33,531.96	Year 3, April 1, 2017 to November 01, 2017*
	\$ 100,595.87	Total Award (Inclusive of HST)
Budget Remaining after this award	\$ 6,288.04	** (\$39,820.00 - \$33,531.96)

\* Includes removal, storage and set up and HST

\*\*The remaining \$6,288 of budget will be reflected as a favourable variance to the 2015 Budget

### BACKGROUND

The St. Roberts dome, approximate size 65 x 40m, was manufactured and installed in 2011 by Yeadon Fabric Structures Ltd (Yeadon), as part of the St. Roberts Artificial Turf and Dome project. The dome is seasonal and is set up each fall for indoor use (late October), and taken down each spring (late April) and stored for the summer to allow outdoor use of full turf field. The St Robert's bubble dome came with a 3yr warranty, which has since expired.

### BID INFORMATION

Advertised	By Invitation
Bids closed on	February 20, 2015
Number picking up bid documents	2
Number responding to bid	1*

\*One supplier declined to Bid as there are elements of the scope of work (for example – electrical work, fencing) which are considered outside their core business and they were unwilling to facilitate and/or co-ordinate any sub-work.

### PRICE SUMMARY

Supplier	Price (Inclusive of HST)
Yeadon Fabric Structures Ltd.	\$33,531.96*

\*In comparing the 2011-2014 pricing, this contract represents a 5% increase, however, the contractual pricing under this contract is fixed for three (3) years. Additionally, Staff negotiated a 5% payment discount (i.e. 5% net 15 days). Therefore, Staff will ensure invoices are paid within 15 days from time of receipt in order to mitigate the 5% cost increase.

This price is competitive in the market as research has shown costs for similar bubble removals, storage and set up to be greater than \$40,000. Further, although the original warranty has expired, Yeadon has agreed to extend the terms of the warranty for the term of this contract (as they are responsible for the set up and take down of the dome).



## STAFF AWARD REPORT

Page 1 of 2

To:	Andy Taylor, Chief Administrative Officer
Re:	089-S-15 Tree Stumping
Date:	March 17, 2015
Prepared by:	Peter Shields, Supervisor, Forestry, ext. 2335 Tony Casale, Senior Construction Buyer, ext. 3190

### PURPOSE

To obtain approval to extend the contract for tree stumping for 4,000 trees at the same itemized prices.

### RECOMMENDATION

Recommended Supplier	Timberlane Tree Service (Non Competitive Procurement)	
Current Budget Available	\$ 600,000.00	700-101-5399-15013 Tree Stumping (EAB)
Less cost of award	\$ 273,904.00	Cost of Award Inclusive of HST
Budget Remaining after this award	\$ 326,096.00	*

\*The remaining funds of \$326,906 to be retained within the EAB budget for ongoing program costs.

### 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 (c) which states "When the extension of an existing contract would prove more cost-effective or beneficial;"

### BACKGROUND

It is expected that approximately 17,000 trees will need to be removed due to the Emerald Ash Borer from the boulevards and manicured park areas within the City of Markham. This work will be completed over a 5 year period.

This contract includes tree stump removal of 4,000 tree stumps as per the following:

#### Stump Removal

The contractor shall remove all tree stumps and buttress roots to a point of 60 centimetres (24 inches) below the adjacent ground level and to approximately 100 centimetres (40 inches) in width to accommodate future wire basket plantings. Additionally, the Contractor shall remove all surface and sufficient subsurface roots as may be necessary to eliminate 'humps' in the lawn that are adjacent to the stump. The area then shall be restored with topsoil to the level of the adjoining grade and seeded.

### DISCUSSION

As identified above, it is expected that approximately 17,000 trees need to be removed due to the Emerald Ash Borer program. There are also an estimated 7,000 tree stumps requiring removal in 2015. Instead of going to the market for all 7,000 tree stump removals, staff recommends splitting this quantity and awarding through a non competitive procurement 4,000 tree stumps to the low bidder in the 2014 tender (Timberlane Tree Services), at the same itemized pricing, for Area 1.(See map below) Additionally, Staff will issue a new tender to the market for the remaining 3,000 tree stumps for Area 2. This approach is based on the following rationale:

#### Price

In 2014, Timberlane Tree Services was the lowest priced bidder for the removal of 3,000 tree stumps. The following provides comparison between the other 14 bidders;

- Timberlane Tree Services – 22% lower than 2<sup>nd</sup> bidder
- Timberlane Tree Services – 50% lower than 3<sup>rd</sup> bidder
- Timberlane Tree Services – 67% to 100% lower than 12 other bidders

Staff have the opportunity to lock in Timberlane Tree Services' pricing for an additional 4,000 tree stumps, at the same 2014 itemized prices. In comparing Timberlane's 2014 price to that of the 2<sup>nd</sup> bidder, Timberlane's cost for 4,000 tree stumps is \$59,000 lower.



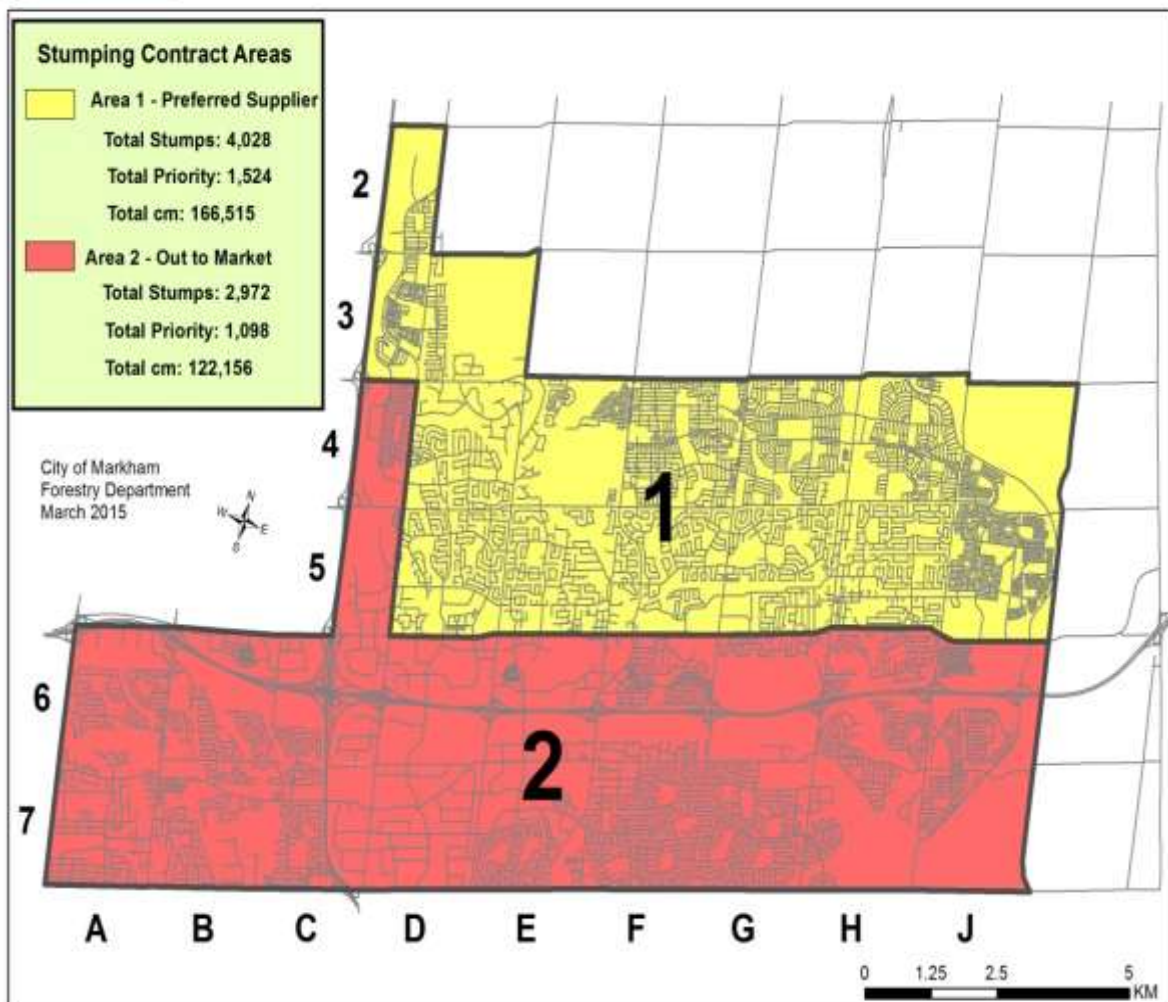
**Quality of Service**

Timberlane performed work in 2014 to the satisfaction of City staff, in accordance with expectations.

**Schedule**

It is expected that work will be completed by the end of 2015 with priority tree stumps being removed by July 31<sup>st</sup> 2015 to accommodate the fall 2015 planting tender. Staff does not recommend a non competitive procurement for the total 7,000 tree stumps as there is a risk that the schedule might not be met if only one contractor undertook this work.

As noted above, Staff recommends splitting the quantity between one non competitive contract, and one competitive contract, to ensure that the volume of 7,000 tree stumps will be completed by the end of 2015.

**MARKHAM 089-S-15 Tree Stumping 2015 - Contractor Area Map**



## STAFF AWARD REPORT

To:	Joel Lustig, Treasurer
Re:	022-Q-15 Armoured Cargo Services
Date:	March 12, 2015
Prepared by:	Miranda Miluzzi, Manager, Tax & Cash Management Ext. 4726 Tony Casale, Senior Construction Buyer Ext. 3190

### PURPOSE

To obtain approval to award the contract for armoured cargo services for two years and nine months commencing April 2015 and ending December 31, 2017.

### RECOMMENDATION

Recommended Supplier	Inkas Security Services Ltd. (Lowest Priced Supplier)	
Current budget available	\$ 26,760.97	410 440 5395 Armoured Car Service
Cost of award	\$ 24,437.66	April – December 2015 cost of award (inclusive of HST) *
	\$ 34,687.65	January – December 2016 cost of award (inclusive of HST) *
	<u>\$ 34,687.65</u>	January – December 2017 cost of award (inclusive of HST) *
	\$ 93,812.97	Total Cost of Award (inclusive of HST)
Budget Remaining after this award	\$ 2,323.31	**(\$26,760.97 - \$24,437.66)

\* The cost of award is subject to Council approval of the 2015-2017 operating budget.

\*\*The remaining balance of \$2,323.31 will be a favourable variance reflected in the 2015 results of operations. The shortfall in the amount of \$649.65 in 2016 and 2017 will be addressed as part of the 2016 budget process.

### BACKGROUND

The City utilizes the services of a professional armoured courier service for the transportation of deposits between the Anthony Roman Centre and the bank. The courier also picks up deposits from various City sites outside the Civic centre such as community centres and libraries. This ensures the highest level of control and security in transporting deposits to the bank as well as ensuring the safety of City staff.

### BID INFORMATION

Advertised	ETN
Bid closed on	February 3, 2015
Number picking up document	4
Number responding to bid	2*

\*Purchasing staff contacted the suppliers that picked up the Bid document but did not submit a bid and both advised that they could not work within the timed window for same day delivery for the Civic Centre.

### PRICE SUMMARY

Suppliers	Price (Inclusive of HST)
<b>Inkas Security Services Ltd.</b>	<b>\$ 24,437.66</b>
G.F.G. Armoured Security Inc.	\$ 30,260.88

The price summary above reflects pricing from April – December 2015 (inclusive of HST).

Note: As compared to the previous contract (011-Q-12), this contract represents an increase of 5% however pricing is fixed until December 31<sup>st</sup>, 2017. Inkas Security Services Ltd. is the current supplier for armoured courier services and staff is confident that they will continue to maintain a high level of service.

Additionally, this contract includes opportunities (i.e. the City has the ability to reduce the frequency of pickups) within the bid document that allows for a reduction in the use of the service which would reduce overall costs.