



Report to: General Committee

Date Report Authored: September 2, 2014

SUBJECT: Delegation of Authority to Chief Administrative Officer during the 2014 annual summer recess as per By-law 4-2000

PREPARED BY: Alex Moore Ext 4711

RECOMMENDATION:

- 1) THAT the report entitled "Delegation of Authority to Chief Administrative Officer during the annual 2014 summer recess as per By-law 4-2000" be received

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

PURPOSE:

To inform Council of items authorized by the Chief Administrative Officer during the annual Council summer break between the last meeting in June or July and the next regular Council meeting as per By-law 4-2000.

ATTACHMENT "A":

Delegation under By-law 4-2000 authorizes the Chief Administrative Officer to award any required contracts greater than \$350,000 for the annual Council summer break between the last meeting in June or July, as the case may be, and the next regular Council meeting By-law which are in compliance with the City's Purchasing By-law and which are within budget as approved by Council;

ATTACHMENT "B":

Delegation under By-law 4-2000 authorizes the Chief Administrative Officer to call public meetings, grant site approval, grant draft plan approvals and extensions to draft plan approvals, initiate special advertising and be authorized to act on any general administrative issues that may be necessary in the absence of Council during the summer recess.

Community & Fire Services

Award Details	Description
Highest Ranked/Lowest Priced Supplier	<ul style="list-style-type: none">107-R-14 Sanitary Sewer System Upgrade Program -2014 (REPORT ATTACHED)

Development Services:

The CAO authorized the following Public Meetings:

Public Meeting (s)	<ul style="list-style-type: none">East District - 1891421 Ontario Ltd. c/o Kylemore Communities (ZA 14 108485 166 Bullock Drive). Proposed Zoning By-law Amendment to permit a retail store at 166 Bullock Drive. The proposed retail use is a men's clothing store, and will occupy Units 4 and 5 of the existing multi-unit industrial building. The site is located on the north side of Bullock Drive, east of McCowan Road.September 9th public meeting regarding Markham Centre Land Use. The proposed zoning by-law amendments would revise the public use provisions of By-law nos. 122-72, 165-80, 304-87, 177-96 and 2004-196, as they will apply to lands within the Markham Centre community, to permit provincially funded colleges and universities as public uses.
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RECOMMENDED BY:

12/09/2014

04/09/2014

X

Mark Visser
Acting Treasurer

X

Trinela Cane
Commissioner, Corporate Services

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

To:	Andy Taylor, Chief Administrative Officer
Re:	107-R-14 Sanitary Sewer System Upgrade Program - 2014
Date:	July 10, 2014
Prepared by:	David Huynh, Infrastructure Project Engineer, ext. 2400 Patti Malone, Senior Buyer, ext. 2239

PURPOSE

To obtain approval to award the contract for 2014 Sanitary Sewer Upgrade Program at various locations within Markham.

RECOMMENDATION

Recommended Supplier (s)	Capital Sewer Services Inc. (Highest Ranked/ Lowest Priced Supplier)	
Current Budget Available	\$ 1,160,100.00	053-6150-14312-005 Sewer Upgrade/ Rehabilitation
Less cost of award	\$ 636,266.87	Contingency (10%) Total Cost of Award (Inclusive of HST)
	\$ 63,626.69	
	\$ 699,893.56	
Budget Remaining after this award	\$ 460,206.44	*

* The balance remaining in the amount of \$460,206.44 will be returned to the original funding source.

Based on the recent detailed review of the prior years' CCTV inspection results, the total number of repairs necessary was revised from the budget of \$1,160,100 to \$953,975 leaving an excess budget of about 18% or \$206,125. The remaining variance of \$254,081 can be attributed to the lower price received through this award as compared to 2013 unit rates (a reduction of 22%). This is the first City contract for Capital Sewer Services Inc. as a general contractor. Staff will monitor this contract's prices for the 2015 programs and will amend the annual Waterworks Reserves requirements accordingly.

Staff recommends that in accordance with By-Law 4-2000 which reads:

".. that the Chief Administrative Officer be authorized to award any required contracts greater than \$350,000 for the annual Council summer break between the last meeting in June or July, as the case may be, and the next regular Council meeting which are in compliance with the City's Purchasing By-law and which are within budget as approved by Council;"

BACKGROUND

Sanitary Sewer System Upgrade Program is a preventive and rehabilitation project which is annually implemented to maintain the sanitary collection system in good service condition and reduce risks and liabilities due to poor maintenance.

This project addresses defects in sanitary sewer manholes, mainline pipes and sanitary sewer laterals. It addresses structural and service condition defects such as mainlines pipes cracks and fractures, infiltration and defects on sanitary laterals. Manholes, mainline pipes and laterals are inspected, cleaned by high pressure jet flushings or mechanically reamed and repaired with various trenchless repair methods. Manholes, mainline pipes and laterals are injected with grout to prevent infiltration.

107-R-14 Sanitary Sewer System Upgrade Program – 2014**Page 2 of 2****BACKGROUND (Continued)**

Structural cement parging are also completed in manholes as needed. Structural defects in mainline pipes are repaired with cured-in-place-pipe (CIPP) liner, either for short section or for full length repair. Defective laterals are structurally repaired with a CIPP lateral liner up to the property line. The repairs are conducted through sewer manhole access points. Repairs are completed without excavation, reducing surface and traffic disturbance, service interruptions and negative impact on the environment.

This year's project includes 45 areas of structural spot lining, 30 areas of lateral lining, seven sections of sewer full-length lining, totalling 625m, 36 manhole repairs, inspection and grouting of approximately 350 defective sewer joints through 6,000m of mainline sanitary sewer. A project location map is provided in Attachment 1. Work is expected to begin in August 2014 and completed by February/ March 2015.

BID INFORMATION

Advertised	ETN
Bids closed on	June 19, 2014
Number picking up bid documents	8
Number responding to bid	2*

* In 2011 and 2013, Markham received a similar bid response turnout. Due to specialization and patent rights, lateral repairs and lining from the mainline sewer, which consists of about one third of the contract requirements, there are currently two qualified contractors to supply the materials and complete the repair.

PROPOSAL EVALUATION

The evaluation team was comprised of staff from the Waterworks with staff from Purchasing acting as the facilitator. The evaluation was based on pre-established evaluation criteria outlined in the Request for Proposal: 20% qualifications and experience of the company in sanitary sewer rehabilitation, 20% qualifications and experience of the contractor's and sub-contractor's key staff and details regarding equipment, 30% proposed methodology, materials, construction schedule and quality assurance & quality control (QA/QC) plan, and 30% price, totalling 100%, with the resulting scores as follows:

Suppliers	Total Score	Rank
Capital Sewer Services Inc.	78.58	1
DM Robichaud Associates Ltd.	73.97	2

Staff are recommending the highest ranked and lowest priced supplier (Capital Sewer Services Inc.) be awarded this contract, as their proposal satisfactorily demonstrated to the City that they have the experience and capability to undertake projects of similar size and scope. They have a good understanding of the project related requirements, proposed satisfactory methodology, appropriate materials and construction equipment to be used in various different types of sewer rehabilitation, satisfactory customer services and coordination plan, good construction schedule with intention to complete the entire project within a 4-month timeframe.

Capital Sewer Services Inc. was the sub-contractor for a similar Markham sewer rehabilitation project in 2011. The project entailed 1.5km of full-length sewer lining. At that time, the company completed the mainline lining works ahead of time, within budget and Staff were satisfied with the quality of work.