



Report to: General Committee

Report Date: April 1, 2014

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**SUBJECT:** Staff Awarded Contracts for the Month of March 2014  
**PREPARED BY:** Alex Moore, Ext. 4711

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**RECOMMENDATION:**

1. THAT the report entitled "Staff Awarded Contracts for the Month of March 2014" 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 2014 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>• 217-T-13 Consultant to Audit Playground Equipment</li><li>• 052-T-14 Flood Plain Debris Removal</li><li>• 001-Q-14 Consultant Services for the Installation of Accessible Pedestrian Signals and Associated Civil Works</li><li>• 025-T-14 Interior Renovations and Site Servicing of the Education Building (Pottery Studio)</li><li>• 041-T-14 Installation and Removal of Various Signs</li></ul>

15/04/2014

X 

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Joel Lustig  
Treasurer

15/04/2014

X 

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Trinela Cane  
Commissioner, Corporate Services



### STAFF AWARD REPORT

To:	Paul Ingham, Director, Operations
Re:	217-T-13 Consultant to Audit Playground Equipment
Date:	February 6, 2014
Prepared by:	Steve Matunin, Acting Manager, ext. 4560 Patti Malone, Senior Buyer, ext. 2239

#### PURPOSE

To obtain approval to award the contract for a consultant to audit playground equipment for three year period at the same itemized pricing.

#### RECOMMENDATION

Recommended Supplier	Canadian Playground Inspections, a div of AEC Group Inc. (Lowest Priced Supplier)	
Current Budget Available	\$ 60,000.00	730-739-5399 Park Other Contracted Services
Less cost of award	\$ 21,980.16	2014 Inclusive of HST (Year 1)
	\$ 21,980.16	2015 Inclusive of HST* (Year 2)
	\$ 21,980.16	2016 Inclusive of HST* (Year 3)
	\$ 65,940.48	Total award Inclusive of HST
Budget Remaining after this award	\$ 38,019.84	**

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

\*\*The remaining balance will be used for playground maintenance requirements as budgeted for in the account such as splash pad - start-up, shut down, testing and cleaning, and repairs to playground equipments and rubberized surfaces.

#### BACKGROUND

In 2000, Play Spaces Inc., an independent playground auditor, completed an extensive audit on all City of Markham playgrounds (87). This audit was done to ensure all structures were compliant with the Canadian Safety Association Standards (CSAZ614-98). In order to continually be compliant with the amended guidelines CSAZ614-07, Operations has initiated a program where an independent audit will be completed annually. Canadian Playground Inspections will commence this spring and complete the 2014 Audit by June 15, 2014. The work will include the inspection of approximately 176 playground structures for the City of Markham.

#### BID INFORMATION

Advertised	ETN
Bids closed on	December 19, 2013
Number picking up bid documents	9
Number responding to bid	6

#### PRICE SUMMARY

Suppliers	Price exclusive of HST
Canadian Playground Inspections a div of AEC Group Inc.	\$21,980.16
At Home & Play Inspections Inc.	\$24,259.58
W.G. Osborne Inc.	\$26,823.94
Playground, Assembly, Repair & Consulting Services Ltd. (PARCS)	\$32,359.68
Ontario Playgrounds Inc.	\$41,518.08
Jeff Elliot Playground Inspection Inc.	\$56,985.60

Note: Compared with the 2012-2013 contractual pricing these costs represents a 22% decrease and prices are firm fixed for three years.

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

To:	Andy Taylor, Chief Administrative Officer
Re:	052-T-14 Flood Plain Debris Removal (Ice Storm Related)
Date:	March 5, 2014
Prepared by:	Patti Malone, Senior Buyer, ext. 2239 Steve Matunin, Manager, Parks Operation, ext. 4560

**PURPOSE**

To obtain approval to award the contract for flood debris removal due to the ice storm at an hourly rate inclusive of all equipment and labour required.

**RECOMMENDATION**

Recommended Supplier	Rutherford Contracting Limited (Lowest Priced Supplier)	
Watercourse clean up estimate	\$ 610,560.00	Estimated amount for tree debris removal in watercourse areas* (a/c 330-330-5403 Ice Storm related expense *)
Less cost of award	\$ 437,160.00	Inclusive of HST
	\$ 145,720.00	400 additional hours **
	\$ 582,880.00	Total award
Difference between estimate and award	\$ 27,680.00	

\*Estimated preliminary cost for the ice storm clean up total \$17.2M which includes tree debris removal at watercourses at \$610,560.00. Award cost of \$582,880.00 is \$27,680.00 lower than original estimates.

\*\*The number of hours in the bid document was incorrectly estimated at 1,200. It should have been estimated at 1,600 hours, as such the cost of award is \$582,880.00 (\$364.30 x 1,600 hours).

**BACKGROUND**

Due to the ice storm (December 22, 2013) there is a concern that tree debris may have accumulated in watercourse areas such as rivers, creeks and culverts. The Asset Management department has engaged a consultant to identify where fallen trees and branches may significantly impede flow conveyance during the spring thaw of the snow and ice melt in rivers, creeks and culverts. The access to the watercourse will be on foot. No machinery access is allowed in the watercourse areas.

Due to the urgency and tight time schedule to complete cleanup efforts, the work will be prioritized based on the consultant's recommendations. Due to the nature of the work and the associated regulatory requirements of the Toronto and Region Conservation Authority (TRCA) and Ministry of Natural Resources (MNR) an invitation to a selected list of qualified contractors to submit a bid was issued. TRCA and MNR have provided approval for the high priority areas and are currently reviewing the medium and low priority areas.

**BID INFORMATION**

Advertised	By Invitation
Bids closed on	March 5, 2014
Number picking up bid documents	6
Number responding to bid	5

**PRICE SUMMARY (Inclusive of HST)**

<b>Suppliers</b>	<b>Hourly Rate</b>	<b>Bid Price*</b>
<b>Rutherford Contracting Limited</b>	<b>\$364.30</b>	<b>\$437,160.96</b>
Wilderness Environmental Services	\$396.33	\$475,601.82
Griffith Property Services Ltd.	\$400.93	\$481,121.28
Hawkins Contracting Services Limited	\$507.73	\$572,644.22
Con Group Ltd.	\$661.44	\$793,728.00

\*Note: The bid price is based on 1,200 hours. The hourly rate includes equipment (truck with box, wood chipper, trailer, skid steer, chainsaws, power pole saws, hand tools, portable gas powered winch and Staff for One Crew, made up of 5 workers with one certified arborist.

**FINANCIAL CONSIDERATIONS**

The preliminary estimated response and recovery costs of the December 2013 ice storm total \$17.2M as outlined in previous presentations and reports to Council. Markham, along with other affected GTA municipalities, are seeking financial assistance from the Provincial and Federal governments for these costs.

Notwithstanding whether the City will receive any financial assistance from the Province, the Corporate Rate Stabilization Reserve has been identified as the funding source, and a 0.16% tax rate increase was approved by Council on February 11, 2014 to replenish the Corporate Rate Stabilization Reserve to partially offset the costs associated with the December ice storm.

The Provincial Government announced on February 26, 2014 that financial assistance totalling \$190M will be offered to municipalities affected by the ice storm to fund eligible recovery costs through a one-time Ice Storm Assistance Program. Details of the program have not yet been released.



### STAFF AWARD REPORT

To:	Paul Ingham, Director of Operations
Re:	001-Q-14 Consultant Services for the Installation of Accessible Pedestrian Signals and Associated Civil Works
Date:	March 7, 2014
Prepared by:	Ravali Kosaraju, Engineering Technologist, ext. 2608 Patti Malone, Senior Buyer, ext. 2239

### PURPOSE

To obtain approval to award the contract for consultant services for the installation of accessible pedestrian signals at nine (9) City intersections.

### RECOMMENDATION

Recommended Supplier (s)	Ainley Group (Lowest Priced Supplier)	
Current Budget Available	\$ 69,544.63	061-6150-14226-005 Pedestrian Accessibility Improvements – Phase 4 of 6
Less cost of award	\$ 48,020.04 \$ 4,802.00 \$ 52,822.04	Cost of Award Inclusive of HST Contingency Total Award
Budget Remaining after this award	\$ 16,722.59	*

\* The remaining balance in the amount of \$16,722.59 will be returned to original funding source.

### BACKGROUND

This is the fourth of a six-year annual program in the citywide installation of accessible pedestrian signals. The project involves installation of Accessible Pedestrian Signals are required at the following nine (9) intersections:

- 1) Rodick Road & Hollingham Road / John Button Boulevard;
- 2) Apple Creek Boulevard & John Button Boulevard / Crispin Court;
- 3) Denison Street & Aldergrove Drive;
- 4) Denison Street & Brimley Road;
- 5) Denison Street & Clayton Drive;
- 6) Denison Street & Coppard Avenue;
- 7) Denison Street & Hillcroft Drive;
- 8) Denison Street & Teddington Avenue / Mallory Avenue; and
- 9) Brimley Rd & Highglen Avenue.

### BID INFORMATION

Advertised	ETN
Bids closed on	February 12, 2014
Number picking up bid documents	8
Number responding to bid	5

### PRICE SUMMARY (Inclusive of HST)

Suppliers	Bid Price
Ainley Group	\$48,020.04
Moon-matz Ltd.	\$55,428.67
Lea Consulting Ltd.	\$61,747.97
AECOM Canada Ltd.	\$108,651.19
Morrison Hershfield	\$118,761.04

Note: Compared with the 2013 pricing, this cost represents an 8.5% increase.



## STAFF AWARD REPORT

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To:	Brenda Libreccz, Commissioner, Community & Fire Services
Re:	025-T-14 Museum Interior Renovations and Site Servicing of the Education Building (Pottery Studio)
Date:	March 6, 2014
Prepared by:	Renee Chong, Project Engineer, Ext. 2674 Tony Casale, Senior Construction Buyer, Ext. 3190

### PURPOSE

To obtain approval to award a contract for interior renovations and site servicing of the education building (PotteryStudio) at the museum.

### RECOMMENDATION

Recommended Supplier	Euro Group Ltd. (Lowest Priced Supplier)	
Current Budget Available	\$ 451,542.00	See 'Financial Considerations'
Cost of award	\$ 177,323.34	Inclusive of HST
	\$ 17,732.33	Contingency (10%)
	\$ 195,055.67	Total Cost of Award
Budget Remaining after this award	\$ 256,486.33	*

\* \$76,000.00 will be used for building permit fees, specialty consulting, geotechnical, materials, soil testing and specialty equipment and installation as budgeted for. The remaining budget in the amount of \$180,486.33 will be returned to the original funding source.

The favourable variance between budget and actual cost can be contributed to a number of factors:

- The original funding request had this project split into two phases
  - Phase 1 site servicing and Phase 2 Interior Renovations. By tendering the project together, the project realized lower consultant fees and favourable prices by leverage the overall project under one tender
- Scope of work was reduced (less custom millwork and fewer electrical hook ups for potters wheels)
- Staff expected a potential need to decontaminate the attic space due to racoon infestation. Testing showed less contamination than anticipated therefore, the cleanup cost by contractors was not as high as anticipated
- Building permit fees were lower than estimated

### BACKGROUND

The education building is located just west of the Mount Joy Administration Building on the Markham Museum grounds. The existing slab on grade/wood frame building is 96.5sm and has previously been used as a classroom space. The scope of this project is to convert the education building into a pottery studio which will function similarly, however some specialized equipment will be required for making pottery, such as kilns, electric wheels, additional sinks and hose bibs and wall-mounted cabinetry and tools.

The scope of work includes the following:

- Provide a new 100 amp electrical service and associated transformers, panels, wiring and devices to the Pottery Studio building from the existing power shed on the property
- Provide a new water main and sanitary sewer to and from the Pottery Studio
- Provide new floor drains and hose bibs inside the Pottery Studio
- Provide and install a new gas-fired heating furnace and air conditioning system including ductwork, dampers
- Remove and provide a new concrete slab for new exterior equipment and for new ramp configuration to accessible washrooms in the adjacent Mt. Joy Administration Building
- Provide and install a new built-in millwork, sinks and faucets, fire alarm system, and lighting and electrical fixtures inside the Pottery Studio
- Provide and install new interior partitions, doors and finishes
- Provide and install a new ceiling with attic insulation inside the Pottery Studio. Patch and make good all other exterior wall and roof finishes and insulation that are disturbed by this work
- Make good all exterior grading and landscaping that are disturbed by all phases of this work
- Existing windows and garage door shall remain. Paint to match new finishes or to match exterior finishes

**BID INFORMATION**

Advertised	ETN
Bids closed on	February 20, 2014
Number picking up bid documents	32
Number responding to bid	16

**PRICE SUMMARY**

Suppliers	Price (inclusive of HST)
<b>Euro Group Ltd.</b>	<b>\$ 177,323.34</b>
Canada Construction Limited	\$ 191,980.42
United Contracting Inc.	\$ 194,259.84
Frontier Group of Companies Inc.	\$ 194,020.70
BB Building Solutions o/a 2231836 Ontario Limited	\$ 194,478.62
York Contracting Ltd.	\$ 199,449.60
Newcastle Construction Services Limited	\$ 203,112.96
Orion Construction & Management Ltd.	\$ 210,439.68
Onit Construction Inc.	\$ 211,885.69
Century Group Inc.	\$ 216,748.80
P&C General Contracting Ltd.	\$ 224,537.51
Twin Contracting o/a 855758 Ontario Limited	\$ 229,774.08
Citycore Construction Inc.	\$ 241,171.20
Niacon Limited	\$ 253,382.40
DJ McRae Contractors Ltd.	\$ 280,857.60
R.O.M. Contractors Inc o/a Ross Clair Contractor	\$ 323,596.80

**FINANCIAL CONSIDERATION**

Account Name	Account #	Budget	Actual	Commitment	Budget Remaining	Allocation of Award	Budget Remaining
Pottery Project - Markham Museum	510-101-5699-12138	\$50,900	\$21,247	\$7,047	\$22,606	\$22,606	\$0
Museum Pottery (Phase 2)	510-101-5699-13225	\$100,000	\$3,664	\$0	\$96,336	\$96,336	\$0
Markham Museum Pottery Studio	510-101-5699-14104	\$332,600	\$0	\$0	\$332,600	\$76,114	\$256,486
	<b>Total</b>	<b>\$483,500</b>	<b>\$24,911</b>	<b>\$7,047</b>	<b>\$451,542</b>	<b>\$195,056</b>	<b>\$256,486</b>

\$76,000.00 of the remaining budget will be used for building permit fees, specialty consulting, geotechnical, materials, soil testing and specialty equipment and installation as budgeted for and the remaining budget in the amount of \$ 180,486.33 will be returned to the original funding source.





## STAFF AWARD REPORT

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To:	Brenda Librecz, Commissioner, Community & Fire Services
Re:	041-T-14 Installation and Removal of Various Signs
Date:	March 11, 2014
Prepared by:	Patti Malone, Senior Buyer, ext. 2239 Mike Brady, Supervisor, Contract Administration, ext. 2316

### PURPOSE

This award is to obtain approval the contract for the installation and removal of various signs 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 City.

### RECOMMENDATION

Recommended Supplier	Kasey Installation (Lowest Priced Supplier)	
Current Budget Available	\$ 63,172.00	Amount allocated for this award
Less cost of award	\$ 63,172.00	Inclusive of HST impact for 2014
	\$ 63,172.00	Inclusive of HST impact for 2015*
	\$ 63,172.00	Inclusive of HST impact for 2016*
	\$ 189,516.00	Total Award
Budget Remaining after this award	\$ 0	

\* Staff be authorized to amend the award amount in 2015/16 to reflect changes to the annual operating budget subject to Council approval.

Note: The tender document included various items and estimated quantities which may or may not be used dependent on requirements throughout the year. For the purpose of this award, the quantities/estimates are aligned with the approved budget.

### BACKGROUND

The City released a bid to the market for the installation of various signs throughout the City of Markham. This includes the removal and replacement of existing signs, and the installation of new signs including club signs at various locations throughout the City, and in accordance with provincial sign installation specifications.

### BID INFORMATION

Advertised	ETN
Bids closed on	March 6, 2014
Number picking up bid documents	14
Number responding to bid	7

### PRICE SUMMARY (Inclusive of HST)

Suppliers	Bid Price
Kasey Installation	\$ 63,243.84*
Forward Sign	\$ 79,708.61
KPD Signs Inc.	\$ 114,492.72
Ontario Street Signs	\$ 147,501.12
Sign Fix Limited	\$ 238,647.55
921964 Ontario Ltd.	\$ 492,085.92
AD Art Fabricating	\$ 704,637.12

\*Compared to the previous 2011-13 contract, this contract represents a 14% increase; however, this can be attributed to an increase in material cost for U-Channels, wood poles/U-flange posts and labour costs for removal and installation. Note: The contractual pricing is firm fixed for three (3) years

**FINANCIAL CONSIDERATIONS**

<b>Account Name</b>	<b>Account #</b>	<b>Budget Amount</b>	<b>Amount to Allocate to this project</b>	<b>Cost of Award</b>	<b>Budget Remaining</b>
Safety Devices - Contracted Services	700-505-5399	168,199	55,672	55,672	-
Traffic Operational Improvements	061-6150-14228-005	30,500	7,500	7,500	-
<b>Totals:</b>		<b>198,699</b>	<b>63,172</b>	<b>63,172</b>	<b>-</b>