Markham Operations

Existing Organizational Structure – Functional Overview

General Manager, Operations

Administration

- Contracted Services Administration
- Policy and Procedure Development
- Service Level Analysis & Recommendation
- Performance Measurement & Benchmarking
- -Capital & Operating Budgets
- Preparation and Administration
- Capital Forecasts
- Accounting GL, A/P, A/R
- Job Costing
- Hansen Administration
- Payroll Submissions
- Division & Employee Records Mamt
- Division Reception
- Public Education Guides
- Website Information Updates
- Special Event Supplies
- Water Card Sales
- Mapping
- Route Design
- Environmental Research
- Work Order Processing
- Customer Service Requests
- Permits Film, Road, Curb Cuts, Open Cuts, Load, etc.
- Staff Management
- Collective Agreement Administration
- Staff/Contractor Health & Safety
- Capital Projects

Parks Maintenance

- Turf Maintenance
- Garbage Collection

- Sports Field Maintenance

- Forestry
- -Tree/stump removal
- -Tree Pruning
- -Tree Planting
- Insp. & disease pre/control
- Horticulture
- Streetscape Mtce
- Flower Growing & Planting
- Shrub Beds
- Weed Inspection / Property Stnds
- Trail Maintenance
- Blvd Grass Cutting
- Naturalization
- Development Review
- Community Events
- Special Events/Services-in-Kind
- Concessions
- Tennis Club Permits
- Snow Clearing/Sanding Parking
 Lots & Sidewalks at Town Facilities
- Ice Rinks

Services

- Park Furniture/Equip Refurbishing
- Field Administration of Contract

Key Contracted Services

Fleet & Supplies

- Corporate Fleet Admin. (including Fire)
- Fleet & Equip. Procurement
- Fleet/Parts/Fuel Tenders
- Fleet & Equipment Mtce / Repair & Refurbishing
- Fleet Replacement Prog.
- Fuel Site Administration
- Rental Vehicles & Equip.
- Monthly Chargebacks
- Driver Training
- Vehicle Licensing
- Parts/Materials/Supplies Ordering
- Parts Shop / Stock Room Inventory Control (including
- Waterworks)
- 2-way Radio Systems
- Welding/Fabricating
- Annual Vehicle Safety Inspections/Certifications
- Tire Repair
- Diagnostics
- On Road Service Calls
- Fleet Focus Job Costing
- Administration

- Roadside Mtce
- Rural Mowing
- Weed Control
- Spills Response
- Blvd Repair
- Sidewalk Cleaning
- Sidewalk Mtce/Rpr
- Waste Receptacles
- Asphalt Mtce / Rpr
- Emergency Stndby
- Curb CuttingCurb Rpr / Replace
- Debris Pick-up
- Yard Mtce
- Hardtop Mtce
- Asphalt Mtce/Rpr
- Bit Patch Cold Mix
 Crack Sealing
- Asphalt Resurf/ Insp
- Surface Treatment
- Spray PatchingStreet Sweeping
- Street Sweeping
 Street Flushing
- Road Patrols
- Field Administration of Contract Services

- Loose Top Maintenance

Roads Maintenance

- Sod Repair Gravel Patching
 - Grading
 - Dust Layering
 - Gravel Resurfacing
 - Reclaim Granular Mat.
 - Bridges & Culverts
 - Bridge Mtce
 - Bridge Insp/Rpr
 - Bridge Clng/ Flushing
 Cross Culvert Mtce/ Rpr
 - Winter Control
 - Snow Removal
 - Services to YR & YRT
 Winter Drainage
 - Culvert Stmg/Drng
 - e/Rpr Sidewalk Clearing
 - ix Seniors Dwy Clearing
 - Materials Stocking
 Insp Snow Fence Install'n
 - ent Winter Rd Patrol
 - Scarifying Ice RuralDebris Pick-up
 - Plowing Local Roads
 - Salt/Sand Streets
 - Plow Rural RoadsSalt/Sand Rural Roads

- Shouldering/Grading
- Pavement Markings
- Traffic Signal Mtce
- France Signal Nitce
- Purchasing
- Manufacturing
- Manufacturing
 Mtce/Install
- Parks Sign Repair
- Street Light Patrol
- Guiderail Install/Mtce
- DrainageCatchbasin Cleaning
- Ditching
- Culvert MtceStorm Water Mgmt
- Storm Sewer Mtce
- Catchbasin Mtce
 West Nile Virus Prog.
- Park Furniture/Equip
- Inspection & Repair
 Park Facility Repairs
- Park Facility RepairsSports Field Layout &
- Marking
 Water Test Fountains &

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- Play Features
- Special Events / Services-in-Kind

Line/Pvmt Mrking / Crack Sealing / Part Roads & Sidewalks Winter Mtce / Traffic Signal Mtce / Level Railway Crossings Mtce / Surface Treatment / Sign Installation / Part Asphalt Mtce & Rehabilitation / Part Concrete Mtce & Rehabilitation / Catch Basin Clng / Ditching / Sweeping / Flushing / Tree Planting / Tree Removal & Stumping / Part Blvd Grass-cutting / Equipment Rentals/ Salt/Sand/Granular Supply / Capital Projects

Wood-Sloan Inc.