



Report to: General Committee

Report Date: January 2, 2013

SUBJECT: Staff Awarded Contracts for the Months of November and December 2012
PREPARED BY: Alex Moore, Ext. 4711

RECOMMENDATION:

1. THAT the report entitled "Staff Awarded Contracts for the Months of November and December 2012" 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 Months of November and December 2012 as per Purchasing By-Law 2004-341 as listed below.

Chief Administrative Officer

Award Details	Description
Highest Ranked/2 nd Lowest Priced Supplier	<ul style="list-style-type: none">• 215-R-11 Pre-Employment Background Screening Service• 240-R-12 Employee Wellness Program
Preferred Supplier	<ul style="list-style-type: none">• 139-R-08 Employee Service Awards Program - Extension of Contract

Community & Fire Services

Award Details	Description
Lowest Priced Supplier	<ul style="list-style-type: none">• 130-Q-12 The Supply and Delivery of Uniforms for the Recreation's Department• 229-Q-12 HVAC Roof Top Unit for the Milliken Mills Community Centre• 230-T-12 Supply and Delivery of cleaning equipment for the Markham East Area• 233-Q-12 Supply, Delivery and Rental of Propane and Propane Cylinders• 237-Q-12 Supply and Delivery of Pool Chemicals• 238-Q-12 To Provide Fitness Equipment Preventative and Demand Maintenance Service at Various City of Markham Locations• 260-Q-12 Installation & Relocation of Radar Speed Display Boards• 263-T-12 Rouge River C. C. Golf Course Sprinkler System• 268-Q-12 Supply and Delivery of Curbside Blue Bins• 273-Q-12 Unshrinkable Fill• 274-T-12 Partial Roof Replacement and Flashing Repairs at the Markham Civic Centre• 278-T-12 Supply and Delivery of Waterworks and Sanitary Sewer Materials• 281-Q-12 Supply and Delivery of a sign truck complete with service body
Highest Ranked / Lowest Priced Supplier	<ul style="list-style-type: none">• 010-R-12 Consulting Engineering Services for 2012 Bridge & Culvert Rehabilitation Detail Design - Stage 2 Works• 275-R-12 Consulting Engineering Services for Bridges and Culverts Inspection Program – 2013 and 2014
Highest Ranked / 2 nd Lowest Priced Supplier	<ul style="list-style-type: none">• 218-R-12 Design, Supply & Install a Multi-Sensory Environment Room, Cornell Community Centre
Preferred Supplier	<ul style="list-style-type: none">• 250-S-12 Field Leak Detection and Pipe Wall Thickness Measurement of Cast Iron Water Main (10 Km)• 280-S-12 Cornell FF&E Health and Wellness Cardio Equipment• 294-S-12 Supply and Delivery of Leather Firefighter Boots for the Fire Department

	<ul style="list-style-type: none"> • 298-S-12 Markham Pan Am Centre Site Preparation – Environmental Consulting Services • 319-T-09 -Q-12 Supply and Delivery of Uniforms for the Recreation's Department • 023-T-08 Town-wide Building Mechanical Maintenance - Extension of Contract • 182-S-10 Streetlighting Maintenance, Repair and Relamping Program – Extension of Contract • 160-R-06 Building Operations and Maintenance – Extension of Contract • 287-S-12 Electrical Safety Authority Contract
Sole Supplier	<ul style="list-style-type: none"> • 234-Q-12 Servicing, Supply and Delivery of Parts to the City Owned Pools

Corporate Services

Award Details	Description
Lowest Priced Supplier	<ul style="list-style-type: none"> • 316-Q-12 Printing and Delivery of the 2013 Spring Issue of Markham Life Magazine

Development Services

Award Details	Description
Lowest Priced Supplier	<ul style="list-style-type: none"> • 211-T-12 New Union Park Construction • 262-Q-12 Service Connections at 7 individual locations
Highest Ranked / Lowest Priced Supplier	<ul style="list-style-type: none"> • 209-R-12 The Design & Construction Administration Services for the Restoration of Erosion Sites along Pomona Mills Creek
Highest Ranked / Second Lowest Priced Supplier	<ul style="list-style-type: none"> • 265-R-12 - Design, Consulting and Contract Administration Services for the sediment removal of two SWM (Storm Water Management) Ponds

22/01/2013

24/01/2013

X 

Joel Lustig
Treasurer

X 

Trinela Cane
Commissioner, Corporate Services



STAFF AWARD REPORT

Page 1 of 4

To:	Trinela Cane, Acting Chief Administrative Officer
Re:	215-R-11 Pre-Employment Background Screening Service
Date:	October 18, 2012
Prepared by:	Mona Nazif, Senior Manager, Human Resources, Ext. 2484 Rosemarie Patano, Senior Buyer, Ext. 2990

PURPOSE

To obtain approval to award the contract for Pre-Employment Background Screening Service for a 3 years term, effective January 1st 2013, with an option to extend the contract at an increase not to exceed 5% for each renewable term, at the discretion of the City.

RECOMMENDATION

Recommended Supplier	GW Pre-Employment Screening, a Division of GARDA Security (Highest Ranked / 2 nd Lowest Priced Supplier)	
Current Budget Available	\$ 255,340.00	200-201 5820 Recruitment Advertising *
Less cost of award	\$ 21,043.97	Year 1 – 2013 (inclusive of HST) **
	\$ 21,043.97	Year 2 – 2014 (inclusive of HST) **
	\$ 21,570.53	Year 3 – 2015 (inclusive of HST) **
	\$ 63,658.47	
Budget Remaining after this award	\$ 191,681.53	***

*2013 – 2015 operating budgets will be subject to Council approval.

**The cost of the recommended award is based on an estimated number of background checks required (bundle pricing), setup and configuration of services and online system, training, consulting and other professional services. The information below is an estimate only.

Peak Volume of 75 per/year = Bundle A, Education Check: 3 References, Employment Verification and Criminal Record Search;

Peak Volume of 50 per/year = Bundle B, 3 References, Employment Verification, Criminal Record Search and Drivers Abstract;

Peak Volume of 15 per/year = Bundle C, Education Check, 3 References, Employment Verification, Criminal Record Search, and Credit Check

***The remaining budget will be spent on other recruitment services.

BACKGROUND

Over the last 10 years, the Human Resources Department has been using the services of a local background check service provider for reference checks and has had applicants bring in up-to-date drivers abstract and criminal record checks as required. Although the services of the provider were very customized to the City's employment reference check needs, those needs have been evolving to the point where it has been deemed important and necessary to conduct a Request for Proposal in the general marketplace for a centralized and broader range of pre-employment check services with an automated online tracking system. The objective is to have a centralized vendor conduct all required pre-employment checks and to have candidates work directly with an outside vendor in fulfilling their background check requirements, while leveraging technology to track the status of the checks.

BACKGROUND (Continued)

As such, Staff issued a Request for Proposal to the marketplace that sought bids from vendors that could provide the following services:

- Broad pre-employment background checks, reference checks (domestic and international), employment verification, criminal record searches, driver's abstract, education and professional designation verification, credit bureau file analysis, identity cross checks, social media and general media reviews;
- Consulting - The ability to provide consulting advice, guidance and templates for pre-employment background screening checks;
- Automation - The set up and maintenance of an online ordering, tracking and storage platform for pre-employment backgrounds screening checks.

It should be noted that the City is currently paying for reference checks with average annual spend of approximately \$18,590 per year (specifically \$16,728 in 2011 and \$20,452 in 2010). Candidates currently pay for the cost of driver's abstracts and criminal record checks. With the release of this project, it was anticipated that the City would have to pay the successful vendor a marginal increase for a broader range of background checks (as required by each specific position), consulting and on-line automation. The increase was justified due to the time and resource efficiencies that would be saved.

BID INFORMATION

Advertised	Electronic Tendering Network
Bids closed on	December 16, 2011
Number picking up bid documents	23
Number of companies responding to bid	12*

*From the twelve (12) proposal submissions, one supplier was disqualified for being late, and four (4) suppliers were disqualified for not meeting the mandatory business and technical requirements.

PROPOSAL EVALUATION

This Request for Proposal ("RFP") was released using a two-stage approach whereby the Suppliers provided a technical proposal in envelope 1 (Stage 1) and a price proposal in envelope 2 (Stage 2). The technical proposal (Stage 1) was evaluated with 70 points and 30 points assigned for price in stage two (2) with an option for 10 additional points for an interview/presentation and demonstration assessment.

The Evaluation Team for this RFP was comprised of staff members from the Human Resources, with Purchasing staff acting as the facilitator.

Stage (1) – Technical Evaluation (Envelope 1)

The first stage included evaluating the submissions against the pre-established evaluation criteria as listed in the Request for Proposal: 15 for Qualifications and Experience of firm, 15 Qualifications of Lead Consultant and Project Team, 30 for Project Delivery, Training and Support; and 5 for Added Value, for a total score out of 70 (Note: The Suppliers who scored a minimum of 75% or 52.5 out of 70 were selected to continue to the second stage - Envelope 2 which is the price evaluation).

PROPOSAL EVALUATION (Continued)**Stage (1) – Technical Scoring**

Suppliers	Score (out of 70)	Rank Results
BackCheck	59.05	1
GW Pre-Employment Screening, a Division of GARDA Security	56.18	2
First Advantage	52.24	3
Informed Hiring	50.22	4
Investigators Group	39.00	5
CKR Global HR Services	36.90	6
Whitehall Bureau	37.57	7

Stage (2) – Price Evaluation (Envelope 2)

Upon completion of Stage 1 for all proponents, ONLY the sealed pricing envelope provided by the selected proponents from Stage 1 who scored >75% was opened.

Stage (2) –Price Scoring

Suppliers	Score (out of 30)	Rank Results
First Advantage	30.00	1
GW Pre-Employment Screening, a Division of GARDA Security	25.48	2
BackCheck	24.53	3

Three proponents progressed to Stage 2- First Advantage, GW Pre-Employment Screening, a Division of GARDA Security), BackCheck. Prices ranged from \$54,065.08 to \$66,123.65 inclusive of HST for year one (1) to year (3) for these submissions.

Stage (3) – Presentation and / or Demonstration Assessment

To ensure the highest ranked bidder understood our requirements and also to allow staff members to navigate through their online ordering and tracking system, Staff invited all three ranked vendors to provide a Presentation and/or Demonstration Assessment as allowed for in the bid document.

Stage (3) – Presentation and / or Demonstration Assessment Scoring

Supplier	Score (out of 10)	Rank Results
GW Pre-Employment Screening, a Division of GARDA Security	9.10	1
First Advantage	6.70	2
BackCheck	6.10	3

Overall Scoring (Combined Stage 1 & 2 & 3)

Supplier	Score (out of 110)	Rank Results
GW Pre-Employment Screening, a Division of GARDA Security	90.76	1
BackCheck	89.68	2
First Advantage	88.94	3

GW Pre-Employment Screening, a Division of GARDA Security (GARDA), the 2nd lowest priced bidder scored 2nd highest on the technical submission demonstrating a thorough understanding of the project and its requirements. Their proposal demonstrated to the City's satisfaction that they have the ability to undertake the project and they have a strong understanding of the project deliverables, key issues and challenges. Through the evaluation process, GARDA demonstrated a depth of experience and expertise as it specifically relates to: service accessibility and ease of service (meeting City's business and technical requirements) resulting in an overall higher ranking.

PROPOSAL EVALUATION (Continued)

Scoring 2nd highest on its technical submission, GARDA demonstrated a thorough understanding of the project and its requirements via the Presentation and/or Demonstration Assessment Segment. The City is also receiving a complete solution including the customization of GARDA's standard reference check template and up to four customized questions per reference (based on issues that arise from the interview / testing processes), at no additional cost. GARDA does not use a call centre business model, but instead will provide a full support model with a dedicated account team assigned to the City with phone and email access (in addition to online help and web based materials). Finally, although all three vendors perform social media and/or general media searches to varying degrees, GARDA's offered services in this area were the most flexible and would be willing to work with the City in meeting all requested requirements.



STAFF AWARD REPORT

Page 1 of 2

To:	Andy Taylor, Chief Administrative Officer
Re:	240-R-12 Employee Wellness Program
Date:	December 11, 2012
Prepared by:	Mona Nazif, Senior Manager, Human Resources, Ext. 2484 Rosemarie Patano, Senior Buyer, Ext. 2990

PURPOSE

To obtain approval to award the contract for Employee Wellness Program for a term of 5 years at the same 2013 itemized pricing for the duration of the contract.

RECOMMENDATION

Recommended Supplier	Centric Health (Highest Ranked / Second Lowest Priced Supplier)	
Current Budget available	\$ 60,276.00	Acct# 30-2200035 Wellness Program
Less Cost of award	\$ 51,066.45	Year 1, January 1, 2013 to December 31, 2013*
	\$ 51,066.45	Year 2, January 1, 2014 to December 31, 2014*
	\$ 51,066.45	Year 3, January 1, 2015 to December 31, 2015*
	\$ 51,066.45	Year 4, January 1, 2016 to December 31, 2016*
	\$ 51,066.45	Year 5, January 1, 2017 to December 31, 2017*
	\$ 255,332.26	Total inclusive of HST Impact**
Budget Remaining after this award	\$ 9,209.55	***

* Subject to council approval of the 2013-2017 budget.

** Prices are firm, fixed and not subject to any escalation clauses for the five (5) year period (2013-2017).

***The remaining budget in the amount of \$9,209.55 will be used to fund other City benefits.

BACKGROUND

The Wellness Program was initiated at the City in 2000, and is one of the key components supporting the City's participation in the Excellence Canada program. The purpose of the Wellness Program is to provide information, resources, tools and programming to help employees develop and maintain a healthy lifestyle and to address their health concerns. Programming is aligned with the health needs associated with the organization's employee demographic profile and with employee health concerns and interests. Approximately six (6) years ago, the Wellness Program was expanded to include approximately 1,000 part-time and contract employees.

BID INFORMATION

Advertised	Electronic Tendering Network
Bids closed on	October 19, 2012
Number picking up bid documents	12
Number of companies responding to bid	6

PROPOSAL EVALUATION

The Evaluation Team for this RFP was comprised of staff members from Human Resources Department with Purchasing staff acting as the facilitator. The proposals were evaluated based on pre-established evaluation criteria as listed in the RFP with results illustrated in Table A: 20% qualifications and experience of the firm; 15% qualifications and experience of lead consultant and Project Manager; 35% project delivery and management, 30% price with an overall total of 100%.

TABLE A

Suppliers	Total (out of 100)	Ranking
Centric Health	61.50	1
Elite Wellness Services Inc.	50.60	2
Aon Hewitt Inc.	48.64	3
Sun Life Financial	42.24	4
Organizational Health Inc.	30.68	5
The Living Proof Institute*	n/a	n/a

*Only a letter of introduction was submitted. There were no materials to evaluate for either the technical or the pricing component of the RFP.

Note: Prices quoted in this RFP ranged from \$97,873.81 to \$726,025.58 inclusive of HST, for the five (5) year term. The lowest priced bidder (\$97,873.81 for the 5 year period) had limited wellness experience as well as limited resources which resulted in the lowest technical score. Specifically, this particular supplier was established in 2007 with a focus on fitness as opposed to wellness. It was not until very recently (August 2012), did the lowest priced bidder include wellness services to their offerings (with no completed contract references which were similar in scope and scale to this RFP). This supplier proposed a very low bid price that was considerably out of range from the other bidders – approximately 161% (\$157,458.45) less than the second lowest priced bidder.

Staff elected to invite the overall highest ranked supplier to a Question & Answer / Demonstration session, as allowed for in the bid document. The interview panel was comprised of staff from Human Resources, with Purchasing staff acting as the facilitator.

Centric Health, the second lowest priced bidder, scored highest on the technical submission, and combined with Question & Answer / Demonstration session, demonstrated a thorough understanding of the project and its requirements. Their proposal demonstrated to the City's satisfaction that they have the ability to undertake the project and that they have a strong understanding of the project deliverables, key issues and challenges. Through the evaluation process, the following features of superiority were identified: strong and current wellness programming options (including screenings and clinics, events, trade publications, online materials, mobile vehicle services); a range of options for employees to access their services that is conducive to the City's multi-site environment; in house development of appropriate program promotional materials, newsletters and employee interest surveys; the staffing of clinics and screenings by nurses; multiple methods for employees to register for Wellness programs and the ability to track registration and program feedback; an online portal of wellness information that can be accessed by staff at work or at home; and the ability of the firm to produce a fulsome annual report including comparator information. All of these features resulted in an overall higher ranking of Centric Health.

In comparison to the previous contract the total cost has decreased by approximately 14% which can be attributed to competitive pricing, as the requested deliverable and requirements have been maintained.



STAFF AWARD REPORT

To:	Andy Taylor, Chief Administrative Officer
Re:	139-R-08 Employee Service Awards Program - Extension of Contract
Date:	December 11, 2012
Prepared by:	Mona Nazif, Manager Human Resources, ext. 2484 Rosemarie Patano, Senior Buyer, ext. 2990

PURPOSE

The purpose of this report is to obtain approval to extend the employee service award program contract for one (1) year (January – December 2013) as per the original bid document.

RECOMMENDATION

Recommended Supplier	Williams Recognition Ltd. (Preferred Supplier)	
Current Budget Available	\$ 95,300.00	200 998 3303 Service Awards - Subject to 2013 budget approval
Less cost of award	\$ 84,578.29	Inclusive of HST *
Budget Remaining after this award	\$ 10,721.71	

* The award amount is based on the anticipated number of staff (both part-time and full-time) to be eligible for the service awards in 2013.

Through the award of this contract, operating budget account 200 998 3303 will have a favourable variance of \$10,721.71 at year-end 2013.

Staff recommends:

That the tendering process be waived in accordance with the 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

In 2008, Request for Proposal (RFP) 139-R-08 was issued for the City of Markham's service award program whereby employees receive items such as gold pins, rings and gifts in recognition of their years of service.

Staff have renewed two (2) years of the three (3) year contract extension and now are recommending the last additional one (1) year extension under the existing contract (139-R-08) as per the original bid document.

The 2013 award of \$84,578.29 has decreased by \$10,721.71 or 11% as compared to the 2012 award of \$95,300. This is comprised of the following:

- Purchasing negotiated a price reduction of \$13,669.14 or 14%
- Additional requirements in 2013 for longer serving year employees in the amount of \$2,947.42

Therefore, the award amount has been reduced by \$10,721.71 (\$13,669.15 – 2,947.42).



STAFF AWARD REPORT

To:	Brenda Librecz, Commissioner, Community & Fire Services
Re:	130-Q-12 The Supply and Delivery of Uniforms for the Recreation's Department
Date:	October 26, 2012
Prepared by:	Colin Service, Manager, Planning & Policy Development. ext. 7543 Rosemarie Patano, Senior Buyer. ext. 2990

PURPOSE

To obtain approval to award the contract for the The Supply and Delivery of Uniforms for the Recreation's Department for a one (1) year term.

RECOMMENDATION

Recommended Supplier	Astro Marketing Ltd (Lowest Priced Supplier)	
Current Budget Available	\$ 29,421.00	500 998 4260 - Uniforms
Less cost of award	\$ 9,109.50	November 1 - December 31, 2012 (Inclusive of HST)
	\$ 45,547.52	January – October 31, 2013 (Inclusive of HST)*
	\$ 54,657.02	
Budget Remaining after this award	\$ 20,311.50	**

*Subject to Council Approval of the 2013 Operating Budget

**The remaining balance to be applied to other operating requirements as budgeted for within the respective account.

BACKGROUND

The City released a request for quotation to the market place for the supply and delivery of uniforms for the Recreation Department. The quotation included shirts, Jackets, pants, shorts and hooded sweatshirts that are utilized by recreation facilities, aquatics, programs & camp staff.

BID INFORMATION

Advertised	ETN
Bids closed on	September 18, 2012
Number picking up bid documents	9
Number responding to bid	6

PRICE SUMMARY

Suppliers	Price (Inclusive of HST)
Astro Marketing Inc.	\$ 54,657.02
Hangups Sportswear	\$ 56,258.58*
Balsam Promotions	\$ 62,656.04
Mark's Work Warehouse	\$ 71,529.14
Canada Uniform & Apparel	\$ 75,195.55
Uni First Canada	\$ 88,668.42

*Bid is incomplete. Supplier did not provide costing for Part A (Items I and L), Part B (items C and D).



STAFF AWARD REPORT

To:	Brenda Librecz, Commissioner Community & Fire Services
Re:	229-Q-12 HVAC Roof Top Unit for the Milliken Mills Community Centre
Date:	November 02, 2012
Prepared by:	Kevin McGuckin, Facility Coordinator Milliken South Area, Ext. 3776 Rosemarie Patano, Senior Buyer, Ext. 2990

PURPOSE

To obtain approval to award the contract for the HVAC Roof Top Unit for the Milliken Mills Community Centre

RECOMMENDATION

Recommended Supplier	Versatech Mechanical Ltd. (Lowest Priced Supplier)	
Current Budget Available	\$ 61,100.00	500-101-5399-12219 Milliken Mills Roof Top Unit
Less cost of award	\$ 70,511.54	Total Award(Inclusive of HST)
Budget Remaining after this award	(\$ 9,411.54)	*

*The budget shortfall will be funded from available surplus funds in capital project 70-6150-10132-005, '2010 Annual Recreation Aquatic Equipment. The current balance remaining in '2010 Annual Recreation Aquatic Equipment' is \$22,824 due to price favorability of aquatic equipment at the time. After this Award, the remaining funds of \$13,412 in this project will be returned to the original funding source as part of the Closed Capital report.

BACKGROUND

Staff requested quotations for the replacement of the existing Lennox 40-Ton HVAC Roof Top Unit, with a with a new Lennox LGH 600 H4 50-Ton Unit. The recommended replacement is a 25% larger unit than the current HVAC Roof Top unit located at the Milliken Mills Community Centre. The larger unit is required to maintain proper building temperatures.

BID INFORMATION

This bid was issued by electronic publishing, communicating, accessing and receiving of bids via the internet. Markham was the 1st Municipality in Ontario to issue an E-Procurement bid through the online bidding supplier (Biddingo).

Advertised	By Invitation
Bids closed on	October 26th, 2012
Number picking up bid documents	5
Number responding to bid	4

Suppliers	Price (Inclusive of HST)
Versatech Mechanical Ltd.	\$ 70,511.54
SIG Mechanical Services Ltd.	\$ 71,028.48
Gibson Air	\$ 78,276.84
CMS Commercial Mechanical Services Ltd.	\$ 83,168.45



STAFF AWARD REPORT

Page 1 of 2

To:	Brenda Librecz, Commissioner Community & Fire Services
Re:	230-T-12 Supply and Delivery of cleaning equipment for the Markham Community Centres
Date:	November 14, 2012
Prepared by:	Bernie McDermott, Community Facility Coordinator East, Ext. 4334 Rosemarie Patano, Senior Buyer, Ext. 2990

PURPOSE

To obtain approval to award the contract for the supply and delivery of cleaning equipment for the Markham East Area.

RECOMMENDATION

Recommended Supplier	Swish Maintenance Ltd. (Lowest Priced Bidder)	
Current Budget Available	\$ 1,748,807.00	See 'Financial Considerations'
Less cost of award	\$ 71,332.49	Total Award (Inclusive of HST)
Budget Remaining after this award	\$ 1,677,474.51	*

*The remaining budget of \$25,420 in 070-6150-12183-005 will be used for other cleaning equipment items as budgeted for within the account. The remaining budget of \$1,652,025 in 070-5350-10556-005 will be used for other furniture, fixtures and equipment as budgeted for within the account for the Cornell Community Centre & Library.

BACKGROUND

Staff requested Quotations for the supply and delivery of cleaning equipment for the Markham East Area, which includes the Centennial Community Centre and Markham Village Arena and the Cornell Centre. The award incorporates a modest change to the scope of work, specific to Centennial Community Centre: one (1) Tennant T7 Ride on Floor Scrubber was swapped out for a T3 20 inch Walk Behind Scrubber. The change was needed to accommodate the size and layout of the facility, combined with the availability of the new equipment since budgeting. The Walk Behind Scrubber is a less expensive unit, when compared to the Ride on Floor Scrubber.

PART 1: CENTENNIAL COMMUNITY CENTRE

Item No.	Quantity	Model
1	1	T7 Ride on Floor Scrubber
2	1	T3 20 inch Walk Behind Scrubber
3	1	20 inch Dual Floor Machine

PART 2: MARKHAM VILLAGE ARENA

Item No.	Quantity	Model
1	1	T7 Ride on Floor Scrubber

PART 3: CORNELL CENTRE

Item No.	Quantity	Model
1	1	T7 Ride on Floor Scrubber
2	1	T5 26 inch Walk Behind Scrubber
3	1	T3 20inch Walk Behind Scrubber
4	2	20-inch Dual Speed Floor Machine C/W with Brush
5	1	BR-1200 Electric Burnisher
6	1	E5 Electric Carpet Extractor
7	2	VSMU-14 Single Motor Vacuum

The project requirements also include the provision of all user manuals and required training to staff.

BID INFORMATION

Advertised, place and date	ETN
Bids closed on	November 5, 2012
Number picking up bid documents	4
Number responding to bid	3

Supplier	Price (Inclusive of HST)
Swish Maintenance Ltd.	\$ 71,332.49
United Supply Group*	\$ 81,278.21
Tennant Company	\$103,499.07

*One (1) supplier was disqualified for not submitting pricing via the Bid Form, a mandatory requirement as defined within the City's General Terms and Conditions.

Staff combined the purchase from the Cornell FFE and Capital project 12183 to gain efficiencies through an increased purchase volume.

FINANCIAL CONSIDERATIONS

Account Name	Account #	Budget Amount	Spent to Date	Committed	Budget Available	Amount to Allocate to this project	Budget Remaining
Centennial/Mt. Joy/Markham Village Cleaning Equip.	070-6150-12183-005	60,300	-	-	60,300	34,850	25,450
East Markham CC & Library - FFE Recreation	070-5350-10556-005	2,034,500	-	345,993	1,688,507	36,482	1,652,025
Totals:		2,094,800	-	345,993	1,748,807	71,332	1,677,475

*The remaining budget of \$25,450 in 070-6150-12183-005 'Centennial/Mount Joy/Markam Village Cleaning Equip.' will be used for other cleaning equipment items as budgeted for within the account. The remaining budget of \$1,652,025 in 070-5350-10556-005 'Cornell (East Markham) CC & Library - FFE Recreation' will be used for other furniture, fixtures and equipment as budgeted for within the account for the Cornell Community Centre & Library.

**STAFF AWARD REPORT**

Page 1 of 2

To:	Brenda Librecz, Commissioner, Community & Fire Services
Re:	233-Q-12 Supply, Delivery and Rental of Propane and Propane Cylinders
Date:	November 08, 2012
Prepared by:	Kevin McGuckin, Facility Coordinator Milliken Mills, South Area, Ext. 3776 Rosemarie Patano, Senior Buyer Ext. 2990

PURPOSE

To obtain approval to award the contract for the supply and delivery of propane and rental of propane cylinders for various City facilities for a term of three (3) years.

RECOMMENDATION

Recommended Supplier	Super Save Enterprises Ltd. (Lowest Priced Supplier)	
Current Budget Available	\$ 47,766.98	See Financial Details
Less estimated cost of award	\$ 4,883.10	December 1, 2012 to December 31, 2012
	\$ 58,597.20	January 1, 2013 to December 2013**
	\$ 58,597.20	January 1, 2014 to December 2014**
	\$ 53,714.10	January 1, 2015 to November 2015**
	\$ 175,791.60	3 year Total, inclusive of HST
Budget remaining	\$ 42,883.88	Budget Remaining in 2012*
	\$ 99,882.80	Budget Remaining in 2013**

*The remaining balance will be applied to additional propane requirements as needed.

* **Subject to Council approval of 2013-2015 Operating Budget.

BACKGROUND

This contract is for Supply, Delivery, Rental and Pick up of Propane Cylinders for Zaniboni machines at various City facilities.

BID INFORMATION

Advertised	ETN
Bids closed on	October 11, 2012
Number picking up bid documents	4
Number responding to bid	4

PRICE SUMMARY

Supplier	33 lb. Propane	Rental of Propane Cylinders	Total / 33lb cylinder	100 lb. Propane	Rental of Propane Cylinders	Total / 100lb cylinder
Super Save Enterprises Ltd.	\$12.30	Free Issue	\$12.30	\$36.90	Free Issue	\$36.90
Superior Propane	\$13.81	\$0.50	\$14.31	\$41.43	\$0.50	\$41.93
Orion Technologies	\$17.99	No Bid	No Bid	No Bid	No Bid	No Bid
Air Liquid Canada	\$28.52	\$2.10	\$30.62	\$77.90	\$2.10	\$80.00

All costs are firm and fixed for a one (1) year period.

Note: All prices shown are exclusive of HST

In comparing the 2011-12 contractual pricing, this contract represents a reduction of 26% for the first year period.

FINANCIAL ATTACHMENT

The following table illustrates the requirements from December 1, to December 31, 2012 based on new pricing broken down by locations.

Locations	Account #	Original Budget (2012)	Current Budget Available 2012	Dec 01 to Dec 31 2012	Budget Remaining after 2012 Award	Budget Remaining after 2013 Award
Thornhill Community Centre	501 921 4304	\$5,600.00	-\$706.28	\$852.80	-\$1,559.08	-\$4,633.60
R.J. Clatworthy Arena	501 922 4304	\$2,591.00	\$2,078.41	\$295.20	\$1,783.21	-\$951.40
Milliken Mills Community Centre	502 921 4304	\$2,159.00	\$1,262.46	\$295.20	\$967.26	-\$1,383.40
Crosby Memorial Community Centre	502 922 4304	\$2,000.00	-\$323.91	\$360.80	-\$684.71	-\$2,329.60
Centennial Community Centre	503 921 4304	\$4,100.00	\$1,387.73	\$328.00	\$1,059.73	\$164.00
Mount Joy Community Centre	503 922 4304	\$2,000.00	\$590.21	\$360.80	\$229.41	-\$2,329.60
Markham Village Community Centre	503 923 4304	\$2,438.00	\$419.90	\$295.20	\$124.70	-\$1,104.40
Corporate Fleet & Equipment	750 752 4351	\$4,854.00	\$3,774.29	\$213.20	\$3,561.09	\$2,295.60
	750 752 4353	\$4,854.00	\$3,822.40	\$266.50	\$3,555.90	\$1,656.00
Waterworks	760-998-4299	\$110,500.00	\$26,525.91	\$319.80	\$26,206.11	\$106,662.40
Angus Glen Community Centre	504 921 4304	\$8,692.00	\$4,467.93	\$852.80	\$3,615.13	-\$1,541.60
Civic Centre Ice Rink	504 211 4304	\$8,692.00	\$4,467.93	\$442.80	\$4,025.13	\$3,378.40
Total		\$158,480.00	\$47,766.98	\$4,883.10	\$42,883.88	\$99,882.80

**STAFF AWARD REPORT**

Page 1 of 2

To:	Brenda Librecz, Commissioner Community & Fire Services
Re:	237-Q-12 Supply and Delivery of Pool Chemicals
Date:	December 3, 2012
Prepared by:	Bernie McDermott, Facility Coordinator, 905-294-6111 x4334 Rosemarie Patano, Senior Buyer Ext. 2990

PURPOSE

To obtain approval to award the contract for the supply and delivery of pool chemicals for various City pools for a term of three years commencing January 1, 2013.

RECOMMENDATION

Recommended Supplier	General Filtration (Lowest Priced Supplier)	
Current Budget Available	\$ 128,858	See Financial template below
Less estimated cost of award	\$ 35,286	Year 1, January 1, 2013 to December 31, 2013*
	\$ 35,286	Year 2, January 1, 2014 to December 31, 2014*
	\$ 35,286	Year 3, January 1, 2015 to December 31, 2015*
	\$ 105,858	Total Cost of Award (inclusive of HST impact)
Budget remaining after award	\$ 93,572	**

*Year 2013, 2014 and 2015 Operating Budgets subject to Council approval.

**The remaining balance will be applied for other items as budgeted within each respective account such as additional pool chemicals requirements such as CO², Bulk Liquid Chlorine and test reagents as required.

BID INFORMATION

Advertised	Electronic Tendering Network
Bids closed on	November 19, 2012
Number picking up bid documents	8
Number responding to bid	3

PRICE SUMMARY

Suppliers	Annual Price (Inclusive of HST Impact)
General Filtration	\$ 32,903
Aquatech Logistics	\$ 34,676
Glen Chemicals Ltd.	\$ 48,227

General Filtration has been the awarded supplier of this contract since 2003 (as the lowest priced bid). Over the course of the first two contracts (2003 and 2006) there has been no increase in pricing to the City from General Filtration. With the last award in 2009 there was a price increase of approximately 17% compared to the contract prior (the first increase since 2003). The current award unit pricing compared to the previous (2009) contract, pricing has decreased by approximately 2%. Additionally, a comparison of the quantity requirements demonstrates a significant increase of 34% with the current contract, primarily due to the addition of the Cornell Pool.

Staff is satisfied with the level of service provided by the supplier, who has demonstrated a good understanding of the City's systems and procedures over the years.

FINANCIAL ATTACHMENT

The following table illustrates the requirements from January 1, 2013 to December 31, 2013 based on new pricing broken down by locations.

	Locations	Account #	2013 Budget	2013 Budget Available for Year 1 Award	Budget Remaining After 2013 Award
1	Angus Glen Pool	504 911 4211	\$ 24,000	\$ 8,000	\$ 16,000
2	Centennial Pool	503 911 4211	\$ 21,000	\$ 6,000	\$ 15,000
3	Milliken Mills Pool	502 911 4211	\$ 32,052	\$ 10,684	\$ 21,368
4	Morgan Pool	503 912 4211	\$ 4,806	\$ 1,602	\$ 3,204
5	Rouge River Pool	503 913 4211	\$ 2,000	\$ 667	\$ 1,333
6	Cornell Pool	505 911 4211	\$ 45,000	\$ 8,333	\$ 36,667
	Total		\$ 128,858	\$ 35,286	\$ 93,572

The remaining balance will be applied for other items as budgeted within each respective account such as additional pool chemicals requirements such as CO², Bulk Liquid Chlorine and test reagents as required



STAFF AWARD REPORT

Page 1 of 2

To:	Mary Creighton, Director of Recreation Services
Re:	238-Q-12 Provide Fitness Equipment Preventative and Demand Maintenance Service at Various City of Markham Locations
Date:	December 21, 2012
Prepared by:	Warren Watson, Community Program/East Coordinator, 905-294-6111 x4341 Nancy Letman, Community Program/West Coordinator, 905-944-3791 Rosemarie Patano, Senior Buyer Ext. 2990

PURPOSE

To obtain approval to award the contract for the provision of fitness equipment preventative and demand maintenance service at various City of Markham locations for a term of three years commencing January 1, 2013, at the same itemized pricing.

RECOMMENDATION

Recommended Supplier	Advantage Fitness Sales Inc. (Lowest Priced Supplier)	
Budget Available	\$ 69,899.00	See Financial Considerations
Less estimated cost of award	\$ 23,130.00	Year 1, January 1, 2013 to December 31, 2013*
	\$ 23,130.00	Year 2, January 1, 2014 to December 31, 2014*
	\$ 23,130.00	Year 3, January 1, 2015 to December 31, 2015*
	\$ 69,390.00	Total Cost of Award (inclusive of HST)
Budget remaining after 2013 Award	\$ \$46,769.00	**

*Year 2013, 2014 and 2015 Operating Budgets subject to Council approval.

**The remaining balance will be applied to other operating items as budgeted within each respective account.

BID INFORMATION

Advertised	Electronic Tendering Network
Bids closed on	December 03, 2012
Number picking up bid documents	3
Number responding to bid	2

PRICE SUMMARY

Suppliers	Annual Price (Inclusive of HST)
Advantage Fitness Sales Inc.	\$ 23,130
Continental Fitness Inc.	\$ 37,146

Advantage Fitness Sales Inc. has been the awarded supplier of this contract since 2009 (as the sole bidder). Over the course of the last contract there has been no increase in pricing to the City from Advantage Fitness. With the last award in 2009 there was a unit price decrease of approximately 16% compared to the contract prior (2005). The current award unit pricing compared to the previous (2009) contract, pricing has increased by approximately 4%. Additionally, a comparison of the quantity requirements demonstrates a significant increase of 30% with the current contract, primarily due to the addition of the Cornell Community Centre, 8100 Warden Fitness Centre, Station 93 – Fire Hall and Station 99- Fire Hall.

Staff is satisfied with the level of service provided by the supplier, who has demonstrated a good understanding of the City's systems and procedures over the years.

Note: Technician Rate = \$56.00 + Tax / Hour

OPTIONS/DISCUSSIONS

In November 2012, request for quote 238-Q-12 was issued publicly to the Marketplace through the electronic tendering network with two (2) bidders downloading the document and 1 bidder picking up the document at the Contact Centre. From the total of three (3) bid takers, only two suppliers responded with a bid submission.

Combination of factors resulted in the lack of bid responses: for one of the bid takers, they could not meet the timely twenty-four hours a day service, 365-days per year requirement; and did not have the necessary certification to service as an authorized "Life Fitness" Cardio and Strength Equipment, "Cybex" strength equipment and "Precor" cardio and strength equipment.

FINANCIAL CONSIDERATIONS

The following table illustrates the requirements from January 1, 2013 to December 31, 2013 based on new pricing broken down by locations.

Account #	Description	2013 Budget*	Less 2013 Cost of this award	Remaining Balance after award
503-941-5435	Centennial CC, Fitness Equipment Maintenance	13,000	6,722	6,278
505-941-5314	Cornell CC, Facility Maintenance	4,000	6,722	(2,722)
501-133-5435	Thornhill CC, Fitness Equipment Maintenance	3,000	6,722	(3,722)
504-133-5435	8100 Warden / Civic Centre Fitness, Fitness Equip. Mtce	2,200	912	1,288
420-599-5425	Fire Department, Equipment Maintenance**	47,699	2,051	45,648
	Total	69,899	23,130	46,769

*Subject to Council approval of the 2013 operating budget

**Includes fitness equipment maintenance for Fire Stations, 91, 92, 93, 94, 95, 96, 97, 98, 99.

The remaining balance will be applied for other items as budgeted within each respective account.



STAFF AWARD REPORT

To:	Brenda Librecz, Commissioner, Community & Fire Services
Re:	260-Q-12 Installation & Relocation of Radar Speed Display Boards
Date:	December 17, 2012
Prepared by:	David Poretta, Supervisor, Traffic Operations ext. 2040 Patti Malone, Senior Buyer, ext. 2239

PURPOSE

To obtain approval for the installation & relocation of sixteen (16) radar speed display boards and solar panels, from January 1, 2013 to December 31, 2015.

RECOMMENDATION:

Recommended Supplier	Kasey Installation & Construction (Lowest Priced Supplier)	
Current Budget Available	\$ 67,287.00	740-9985399 Other Contracted Services
Less cost of award	\$ 39,075.84	2013 Inclusive of HST*
	\$ 39,075.84	2014 Inclusive of HST*
	\$ 39,075.84	2015 Inclusive of HST*
	\$ 117,227.52	Total Award
Budget Remaining after this award	\$ 28,211.16	**

* Subject to Council approval of the annual operating budgets.

** Balance will be used for other traffic maintenance work as budgeted within this account.

BACKGROUND

Radar speed display boards are portable LED devices that can capture vehicle speeds and display them back to the driver. As part of Markham's Safe Streets Strategy, these units are used to educate and influence driver behaviour, with the end result being lower vehicle speeds. Markham has been using these devices since 2009, with data showing that they are effective in slowing vehicles. The units are to be installed and relocated on a quarterly basis to priority streets, where excessive speeding has been confirmed through comprehensive point-ranking criteria.

The tentative 2013 budget includes funding for the purchase of 8 additional speed display boards, which will increase the inventory to 16 speed display boards (2 per ward). For this contract, the Contractor shall be responsible for the deployment of sixteen (16) portable speed display boards and sixteen (16) solar panels throughout the City of Markham. Staff may adjust the number of units based on final budget approval.

Duration of this contract is from January 1, 2013 to December 31, 2013, with an option to renew for 2014 and 2015, at the same contract pricing. Compared to the previous contract the quantities have doubled and the price has decreased by 27%.

BID INFORMATION

Advertised	ETN (Electronic Tendering Network)
Bids closed on	November 28, 2012
Number picking up bid documents	6
Number responding to bid	6

PRICE SUMMARY (HST IMPACT INCLUDED)

Suppliers	16 Boards Price	8 Boards Price
Kasey Installation & Construction	\$39,075.84	\$20,759.04
Stacey Electric Co. Ltd.	\$57,073.52	\$28,536.76
Hawkins Contracting Services Limited	\$67,080.19	\$34,924.03
Beacon Utility Contractors Limited	\$85,396.99	\$42,128.64
Guild Electric Limited	\$97,681.62	\$48,840.81
Stinson Equipment Ltd.	\$93,814.58	\$51,628.95



STAFF AWARD REPORT

To:	Brenda Librecz, Commissioner, Community and Fire Services
Re:	263-T-12 Rouge River C. C. Golf Course Sprinkler System
Date:	January 22, 2013
Prepared by:	Kevin McGuckin, Community Facility Coordinator, Ext. 3776 Robert Slater, Senior Construction Buyer, Ext. 3189

PURPOSE

To obtain approval to award the contract for the building of a pump house and appurtenances at the Markham Green Golf Club.

RECOMMENDATION

Recommended Supplier	Hawkins Contracting Services Limited (Lowest Priced Supplier)	
Current budget available	\$ 124,325.00	070-6150-10175-005 Rouge River C.C. Sprinkler System
	\$ 48,000.00	070-6150-10174-005 Rouge River C.C. Golf Course Equip.
	\$ 172,325.00	Budget available for purchase
Less cost of award	\$ 158,946.07	Inclusive of HST
	\$ 13,378.93	Contingency (8.4%)
	\$ 172,325.00	Total cost of award
Budget Remaining after this award	\$ 0.00	

BACKGROUND

In 2009, a "Review of the Existing Irrigation System" was completed which recommended the following improvements: Phase 1- Build a new wet well, Phase 2- Construct a new Pump station and improve the Take Water process and Phase 3. - Replace the existing Irrigation system. Two wet wells were constructed in 2009 to alleviate the take water from the lower rouge and support the Golf Course Irrigation System. In 2010, R.J. Burnside and Associates was retained and completed a Permit to take Water to the Ministry of Environment and Hydro geological Report. The final take water permit was issued in 2011, also an application for development, interference with wetlands and alterations to shorelines and watercourses was submitted to the Toronto Region and Conservation.

City of Markham received approval to construct a pump house, install a well transfer and creek transfer pipes to the existing storm water management pond to improve its function: this is the next phase of the upgrade to the Irrigation system and to meet the requirements of the Ministry of Environment and Toronto and Region Conservation to redirect the water source to feed the Golf Course irrigation system.

BID INFORMATION

Advertised	ETN
Bid closed on	Nov 28, 2012
Number picking up document	22
Number responding to bid	4

PRICE SUMMARY:

Suppliers	Price (Inclusive of HST)
Hawkins Contracting Services Limited.	\$ 158,946.07
Rutherford Contracting Ltd.	\$ 245,426.55
North Gate Farms Ltd.	\$ 283,961.28
Loc-Pave Construction Limited	\$ 292,051.20



STAFF AWARD REPORT

To:	Brenda Librecz, Commissioner, Community & Fire Services
Re:	268-Q-12 Supply and Delivery of Curbside Blue Bins
Date:	November 30, 2012
Prepared by:	Shayne Hartin, Supervisor, Waste and Environmental Management, Ext. 3710 Michelle Zhu, Senior Buyer / Analyst, ext. 2025

PURPOSE

To obtain approval to award the contract for "Supply and Delivery of Curbside Blue Bins" for an one (1) year period commencing January 1, 2013 with a two (2) additional one (1) year terms at the same 2013 itemized pricing.

RECOMMENDATION

Recommended Supplier (s)	Gracious Living Corporation (Lowest Priced Supplier)	
Current Budget Available	\$ 54,835.00	770-772-4131*
Less cost of award	\$ 34,191.36	2013 Inclusive of HST**
	\$ 34,191.36	2014 Inclusive of HST**
	\$ 34,191.36	2015 Inclusive of HST**
	\$ 102,574.08	Total Award
Budget Remaining after this award	\$ 20,643.64	

* The blue bins are sold at \$8.50 each to residents, the costs related to new residential developments are charged to the Developer. Revenues related to the blue bin are deposited into the same account.

**Subject to Council approval of the 2013/14/15 operating budget.

BACKGROUND

Blue Bins are purchased for resale to Markham residents on a cost recovery basis and are sold through Markham's four Community Recycling Depots and at Markham's four major Community Centers. Blue Bins are also delivered to new residential developments at occupancy.

BID INFORMATION

Advertised	ETN
Bids closed on	November 28, 2012
Number picking up bid documents	16
Number responding to bid	5

PRICE SUMMARY (Inclusive of HST)

Suppliers	Estimated Annual Quantity	Unit Price (per bin)	Total Bid inclusive of HST
Gracious Living Corporation	8,000	\$4.27*	\$34,191.36
Peninsula Plastics Ltd	8,000	\$4.38	\$35,005.44
Scepter Corporation	8,000	\$4.38	\$35,005.44
Orbis Canada Ltd.	8,000	\$4.57	\$36,552.19
Busch Systems	8,000	\$5.29	\$42,332.16

*Compared with 2012 blue bin contract, the price per unit represents a 7.08% decrease.



STAFF AWARD REPORT

To:	Brenda Librecz, Commissioner, Community & Fire Services
Re:	273-Q-12 Unshrinkable Fill
Date:	November 7, 2012
Prepared by:	Eddy Wu, Manager, Operations and Maintenance, Waterworks Division, ext. 2445 Michelle Zhu, Senior Buyer / Analyst, ext. 2025

PURPOSE

To obtain approval to award the contract for "Supply and Delivery of Unshrinkable Fill" for an one (1) year period commencing January 1, 2013 with a two (2) year option at the same 2013 itemized pricing.

RECOMMENDATION

Recommended Supplier (s)	Ontario Redimix (Lowest Priced Bidder)	
Current Budget Available	\$ 422,030.00	760-100-5300 Watermain Breaks
Less cost of award	\$ 52,152.00	2013 Inclusive of HST*
	\$ 52,152.00	2014 Inclusive of HST*
	\$ 52,152.00	2015 Inclusive of HST*
	\$ 156,456.00	Total Award
Budget Remaining after this award	\$ 369,878.00	**

*Subject to Council approval of the 2013/14/15 operating budgets.

**The remaining balance will be used for other contracted services from emergency repairs and routine maintenance for the City's water and sewer systems.

BACKGROUND

The Unshrinkable fill is used in the waterworks operation as a regular item, it is to be delivered to various job sites within Markham on a 24/7 basis upon request and an annual usage of 500 cubic meters. Unshrinkable fill means a mixture of aggregates, cementing material and water, with or without chemical admixtures, that hardens into a material with higher strength.

BID INFORMATION

Advertised	ETN
Bids closed on	November 5, 2012
Number picking up bid documents	5
Number responding to bid	4*

* Two submissions were late and they had been stamped and returned unopened.

PRICE SUMMARY (Inclusive of HST)

Bidder	0.4mpa Lean Mix Unshrinkable Fill*	After hours / Plant opening charge**	Total Bid inclusive of HST
Ontario Redimix	\$47,500.00	\$3,750.00	\$52,152.00
Spartan Ready Mix	\$41,000.00	\$15,000.00	\$56,985.60

*Based on an estimated quantity of 500 cubic meters per year.

** Based on 15 occurrences per year.

Note: The pricing received for 2013 – 2015 remains fixed and is identical to the 2010 – 2012 contractual pricing.

**STAFF AWARD REPORT**

Page 1 of 1

To:	Brenda Librecz, Commission, Community & Fire Service
Re:	274-T-12 Partial Roof Replacement and Flashing Repairs at the Markham Civic Centre
Date:	November 8, 2012
Prepared by:	Brian Millar, Civic Centre Coordinator, ext. 6190 Patti Malone, Senior Buyer, ext. 2239

PURPOSE

To obtain approval to award the contract for partial roof replacement and flashing repairs at the Markham Civic Centre.

RECOMMENDATION

Cost of award	\$ 71,232.00	Inclusive of HST
	\$ 10,685.00	15% Contingency inclusive of HST
	\$ 81,917.00	Total Cost of Award
Budget Remaining after this award	(\$81,917.00)	*

*Budget of \$81,917.00 will be funded from Project #12289-"Markham Museum Lightning Arrest Implementation" (Account #750-101-5399-12289). Remaining funds of \$89,665.00 will be returned to the original funding source. The CAO has approved the reallocation of funding as per the Capital Budget Control Policy.

BACKGROUND

Further to the mould remedial work being carried out in the Council Chamber, during this process leaks were discovered in the copper roof system above the Council Chamber. A leak investigation determined that water was bypassing the roof membrane and entering the Council Chamber. In order to repair this, additional work is required replacing the roof membrane on the Mayor's balcony and the balcony planter box, install metal capping and metal siding on the planter box and install new copper drip flashing at the junction between the copper roof and outside wall of the concrete planter.

BID INFORMATION

Advertised	By Invitation
Bids closed on	October 24, 2012
Number picking up bid documents	5
Number responding to bid	5

PRICE SUMMARY (Inclusive of HST)

Bidder	Price (inclusive of HST)
Skyway Roofing Ltd.	\$71,232.00
Bothwell-Accurate Co. Inc.	\$86,888.79
Viana Roofing & Sheetmetal Ltd.	\$97,587.84
Atlas-apex Roofing Inc.	\$135,471.05
Semple Gooder Roofing Corporation	\$152,790.60



STAFF AWARD REPORT

Page 1 of 2

To:	Andy Taylor, Chief Administrative Office
Re:	278-T-12 Supply and Delivery of Waterworks and Sanitary Sewer Materials
Date:	December 10, 2012
Prepared by:	Russ Simpson, Supervisor, Operations and Maintenance, Waterworks Division, ext. 2555 Michelle Zhu, Senior Buyer / Analyst, ext. 2025

PURPOSE

To obtain approval to award the contract for "Supply and Delivery of Waterworks and Sanitary Sewer Materials" for a two (2) year period commencing January 1, 2013 with an one (1) year option at the same 2013 itemized pricing.

RECOMMENDATION

Recommended Supplier (s)	Wamco Supply (Lowest Priced Supplier)	
Current Budget Available	\$ 273,725.00	See financial considerations
Less cost of award	\$ 152,689.86	2013 Inclusive of HST*
	\$ 152,689.86	2014 Inclusive of HST*
	\$ 152,689.86	2015 Inclusive of HST*
	\$ 458,069.58	Total Award
Budget Remaining after this award	\$ 121,035.14	**

*Subject to Council approval of the 2013, 2014 and 2015 Operating Budgets.

** The remaining balance will be used for other operating requirements as budgeted for in these accounts.

BACKGROUND

The tender includes the Supply and Delivery for the watermain supplies (Part A), water services supplies (Part B) and sewer supplies (Part C).

BID INFORMATION

Advertised	ETN
Bids closed on	November 5, 2012
Number picking up bid documents	13
Number responding to bid	4

PRICE SUMMARY (Inclusive of HST)

Suppliers	Bid Price (Inclusive of HST)
Wamco Supply	\$ 152,689.86
Wolseley Waterworks Group	\$ 153,357.55
Corix Water Products	\$ 156,024.05
Crowle Fittings	\$ 179,321.14

Note:

Due to the large number of parts purchased (271) under this contract, staff analyzed the submissions for pricing and compared the top three categories of spend with current contract (2010 ~ 2012), which are Fire Hydrants (39.45% of total current contract), Curb Boxes and Components (6.47% of total current contract) and M.J Gate Valves (5.96% of total current contract). These three categories represent a total of 51.88% of current contract value. When comparing to the previous contract, Wamco's submission indicated Fire Hydrants have a 7% price increase, Curb Boxes and Components have a 4% decrease, M.J Gate Valves have a 12.6% increase.

FINANCIAL CONSIDERATIONS

Account Name	Account #	Budget Amount	Budget Available	Cost of Award	Budget Remaining
Water Main Breaks	760-100-4530	56,490	56,490	17,455	39,035
T&D Main Line	760-110-4530	2,060	2,060	2,060	-
T&D Residential Services	760-111-4530	32,577	32,577	23,077	9,500
T&D ICI Services	760-112-4530	17,588	17,588	15,088	2,500
T&D Valves	760-113-4530	37,643	37,643	37,643	-
T&D Chambers	760-114-4530	10,400	10,400	8,400	2,000
T&D Hydrants	760-115-4530	96,967	96,967	39,967	57,000
Sewer Line Breaks	760-500-4530	4,000	4,000	1,000	3,000
T&D Main Line	760-510-4530	2,000	2,000	2,000	-
T&D Residential Services	760-511-4530	8,000	8,000	3,000	5,000
T&D ICI Services	760-512-4530	6,000	6,000	3,000	3,000
Totals:		273,725	273,725	152,690	121,035

**STAFF AWARD REPORT**

Page 1 of 1

To:	Paul Ingham, Director, Operations
Re:	281-Q-12 Supply and delivery of a sign truck complete with service body
Date:	November 27, 2012
Prepared by:	Laurie Canning, Manager, Fleet and Suppliers, ext. 4896 Patti Malone, Senior Buyer, ext. 2239

PURPOSE

To obtain approval to award the contract for the supply and delivery of a sign truck complete with a service body.

RECOMMENDATION

Recommended Supplier (s)	East Court Ford Lincoln (Lowest Priced Supplier)	
Current Budget Available	\$ 65,781.00	057-6150-12268-005 Corporate Fleet Replacement
Less cost of award	\$ 52,800.21	Inclusive of HST
Budget Remaining after this award	\$ 12,980.79	*

* A portion of this balance (\$5,000.00) will be utilized for "Markhamizing" this vehicle and the remaining balance of \$7,980.79 will be returned to the original funding source.

BACKGROUND

Tender 281-Q-12 was issued for the supply and delivery of one Ford truck (F550) complete with Service Body. The unit identified for replacement in this report was identified in the 2012 Corporate Fleet Replacement Program. The unit in this award has had a condition assessment by fleet staff and meets the requirements of the fleet replacement guidelines.

Upon delivery of the new vehicles, unit: 1243 will be sold in accordance with Purchasing By-law 2004-341, Part V, Disposal of Personal Property and proceeds be posted to account 890 890 9305.

BID INFORMATION

Advertised	ETN
Bids closed on	November 21, 2012
Number picking up bid documents	16
Number responding to bid	7

PRICING SUMMARY (INCLUSIVE OF HST)

Bidder	Price (Incl. of HST)
East Court Ford Lincoln	\$52,800.21
Forbes Ford Sales Ltd.	\$53,961.29
Donway Ford Sales Limited	\$54,007.08
Donway Ford Sales Limited	\$54,210.60
Maranello Sports Car Inc.	\$54,603.40
Edgetown Ford Lincoln	\$54,606.45
Pride Bodies Ltd.	\$55,793.99



STAFF AWARD REPORT

Page 1 of 2

To:	Andy Taylor, Chief Administrative Officer
Re:	010-R-12 Consulting Engineering Services for 2012 Bridge & Culvert Rehabilitation Detail Design (Stage 2 Works)
Date:	October 23, 2012
Prepared by:	Shipra Ahluwalia, Senior Asset Coordinator, ext. 2747 Patti Malone, Senior Buyer, ext. 2239

PURPOSE

To obtain approval to award the contract for consulting engineering services for 2012 Bridge and Culvert Rehabilitation Detail Design (Stage 2 Works) consisting of detail design for the following five (5) structures:

1. B33: Apple Creek Blvd. 400m east of Woodbine vehicular bridge;
2. B35: 19th Avenue 350m west of Ressor Road vehicular bridge;
3. C34: Columbia Way 150m west of Allstate Parkway culvert;
4. C51: Reesor Road 1700m south of 14th Ave. culvert; and
5. C66 : Drakefield Road 35m west of Banfield Avenue culvert.

RECOMMENDATION

Recommended Supplier	Morrison Hershfield (Highest Ranked/Lowest Priced Supplier)	
Current Budget Available	\$ 2,333,429.00	Various accounts (see financial considerations)
Less cost of award	\$ 99,725.00	Total Cost of Award - Stage 2, Detail Design (incl. of HST)
	\$ 20,352.00	Cash Allowance for MNR ESA Approval (incl. of HST)
	\$ 120,077.00	Total Award
Budget Remaining after this award	\$ 2,213,351.00	*

* The remaining budget will be used for construction and Contract Administration of the structures listed below.

As per the proposal from Morrison Hershfield in February 2012, Stage 2 - Detailed design fee is calculated as a percentage of the estimated construction cost on completion of Stage 1. Based on the selected rehabilitation options for the structures, estimated construction cost is \$712,320 (incl. HST impact) and Morrison Hershfield fee submission of 14% results in this award amount of \$99,725 (Incl. HST impact) for Stage 2.

BACKGROUND

Based on the 2010 and 2011 structures inspection program, staff requested budget for rehabilitation of the following structures under 2012 capital budget:

- Structures Rehabilitation (10 structures - C34, C66, C11, C49, C65, C110, C48, C52, C64 & C26a) under capital budget (12423) for \$2,282,953 - Design and Construction.
- Structures Rehabilitation (14 structures - B33, B35, P01, P07, P09, P11, P16, P17, P20, P21, P22, P23, P38 & P40) under capital budget (12306) for \$154,100 - Design only.

Staff prepared a Request for Proposal (RFP 010-R-12) to secure a consulting engineering company to carry out Stage 1 - Detailed condition survey/preliminary design/financial analysis, Stage 2 - Detailed design and Stage 3 - Contract administration for the structure rehabilitation works.

The award of Stage 3 works (Contract Administration) is contingent on the satisfactory completion of stage 2 works and their approval will be sought based on the rehabilitation recommendations under Stage 2.

OPTIONS / DISCUSSIONS

In February 2012, Staff awarded Request for Proposal 010-R-12 to the highest ranked : lowest priced supplier for the structure rehabilitation works at the locations identified within the purpose section of this report. The contract was broken down into three (3) stages with suppliers providing fixed pricing in 2012 for all stages. The stages were as follows:

- Stage 1 - Detailed condition survey/preliminary design/financial analysis (COMPLETED)
- Stage 2 - Detailed design and Preparation of Tender Documents (THIS AWARD)
- Stage 3 - Contract Administration / Inspection

Staff awarded Stage 1 works through the appropriate award authority in February 2012 to Morrison Hershfield and identified within the staff award report at that time that Stage 2 works would be awarded after Stage 1 works are completed to Staff

Account Name	Account #	Budget Amount	Spent to Date	Committed	Budget Available	Amount to Allocate for this Work	Budget Remaining
Structures Rehabilitation (12 Structures) - Design & Construction (C34 & C66)*	058-6150-12423-005	\$2,282,953	\$21,217	\$0	\$2,261,736	\$48,385	\$2,213,351
Structures Rehabilitation (14 Structures) - Design (B33 & B35)**	058-6150-12306-005	\$154,100	\$46,570	\$35,837	\$71,692	\$71,692	\$0
Total		\$2,437,053	\$67,787	\$35,837	\$2,333,429	\$120,077	\$2,213,351

satisfaction. Staff are satisfied with the work completed by Morrison Hershfield and therefore recommend awarding Stage 2 as per the original bid submission.

Stage 3 works - contract administration and construction inspection services will be awarded at the time of construction as the construction period for each of these structures is unknown at this time and some of the structures will be grouped together in the construction tender to obtain better pricing.

FINANCIAL CONSIDERATIONS

The above table summarizes the financial details of this award:

- * C34 & C66 funding
- ** B33, B35 & C51 funding

Note: C51 – Stage 2 Design will be funded from (#12306) savings due to design carried out by internal resources for remaining 12 structures P01, P07, P09, P11, P16, P17, P20, P21, P22, P23, P38 & P40 with a cost saving of \$45,053. Inclusion of C51 does not affect the overall budget for the other items. Construction and CA budget has been requested under 2013 capital budget request. Design work for culvert C51 was advanced due to safety concern of embankment erosion.



STAFF AWARD REPORT

Page 1 of 2

To:	Brenda Librecz, Commissioner, Community & Fire Services
Re:	275-R-12 Consulting Engineering Services for Bridges and Culverts Inspection Program (2013/2014)
Date:	December 12, 2012
Prepared by:	Shipra Ahluwalia, Senior Asset Coordinator, Asset Management ext. 2747 Patti Malone, Senior Construction Buyer ext. 2239

PURPOSE

To obtain approval to award the contract for bridges and culverts inspection program for 2013 and 2014.

RECOMMENDATION

Recommended Supplier	Genivar Inc. (Highest Ranked/Lowest Priced Supplier)	
Current Budget Available	\$ 61,100.00	#13330 Bridges and Culverts - Condition Inspection (2013)
Less cost of award	\$ 47,990.00	2013 Inspections
	\$ 9,500.00	Contingency
	<u>\$ 57,490.00</u>	2013 Award inclusive of HST
	\$ 24,829.44	2014 Inspections
	\$ 5,000.00	Contingency
	<u>\$ 29,829.44</u>	2014 Award inclusive of HST*
	\$ 87,319.44	Total Cost of Award
Budget Remaining after 2013 award	\$ 3,610.00	**

*Subject to Council approval of the 2014 Capital Budget.

**Remaining budget of \$3,610 to be returned to the original funding source.

Note: Due to favourable pricing CCTV inspection of 38 small CSP culverts that were identified for 2014 will be carried out in 2013. .

BACKGROUND

In meeting the legislative requirement of The Public Transportation and Highway Act- Regulation 104/97, the City implements an Annual Bridge and Culvert Inspection Program following the procedures laid down in the Ontario Structure Inspection Manual (OSIM). As part of the 2013 and 2014 inspection program, detail visual inspection (DVI) of a total of 130 structures (18 vehicular bridges, 66 culverts and 46 pedestrian bridges).

The award of 2014 program is subject to completion of 2013 program to the satisfaction of the City staff and 2014 Capital Budget Approval.

BID INFORMATION

Advertised	ETN (Electronic Tendering Network)
Bids closed on	November 21, 2012
Number picking up bid documents	18
Number responding to bid	7

BID SUMMARY

Reliable cost estimate is critical for program planning, budget preparation and financial management. In order to improve the bridge management program and to retain qualified technical consultants, staff released to the marketplace a bid document that included terms of evaluation in a two - stage process. The submissions would firstly be evaluated for technical competencies and subsequently the pricing would be considered before the contract award. Suppliers were requested to submit two envelopes with Envelope 1 for technical proposals without prices and Envelope 2 for financial proposal with detailed pricing.

Envelope (1) – Technical Proposal Evaluation

Stage one (1) of the evaluation process was based on evaluation of the Supplier's submission in accordance with the criteria set out in bid document. Stage one (1) was evaluated by the following: Experience/Past performance of consulting firm (15%), qualification and experience of project manager and project team (20%) and Project delivery (35%). The suppliers who have a passing grade of 55% (out of 70%) and above and receive satisfactory reference checks will be considered for Stage two (2) and opening of envelope – 2.

Three consultants, namely Genivar Inc., Morrison Hershfield and G.D. Jewell Engineering secured above 55% in the technical evaluation (Envelope 1) stage as shown in the table below. These proposals demonstrated a good understanding of the project, had experienced and qualified project team and illustrated a comprehensive plan and methodology for the project.

Stage One (1) Scoring:

Suppliers	Score (out of 70)	Rank Results
Genivar Inc.	61.0	1
Morrison Hershfield	59.3	2
G.D. Jewell Engineering	57.0	3
Ameresco Consulting	53.5	4
Remy Consulting	53.3	5
SPL & Milman	51.7	6
AJW Engineering Ltd.	45.5	7

Envelope (2) – Pricing

The suppliers, that have been qualified under Stage 1 of the evaluation process, are eligible for stage 2 of the evaluation process. Having met the Stage 1 criteria, three (3) suppliers were eligible to move to Stage two (2), pricing section, where their bids were opened and the award of the contract is based on highest overall score combined with technical and financial scores. The following is the results of the Stage two (2) pricing:

Stage Two (2) Scoring:

Suppliers	Score (out of 30)	Rank Results
Genivar Inc.	30.0	1
G.D. Jewell Engineering	23.1	2
Morrison Hershfield	10.5	3

Overall (Stage 1 and 2) Scoring:

Suppliers	Score (out of 100)	Rank Results
Genivar Inc.	87.0	1
G.D. Jewell Engineering	84.1	2
Morrison Hershfield	69.8	3

Note: The top 3 ranked consultants bid prices ranged from to 72,819.46 to \$120,290.50. Prices including 1.76% (HST).

FINANCIAL CONSIDERATIONS

The following table summarizes the financial details of this award:

Account Name	Account #	Budget Amount	Spent to Date	Committed	Budget Available	Amount to be allocated for this Work*	Budget Remaining
Bridge & Culvert – Condition Inspection (2013)	#13330	\$61,100	-	-	\$61,100	\$57,490	\$3,610
Total		\$61,100	-	-	\$61,100	\$57,490	\$3,610

* Award inclusive of 1.76% HST impact



STAFF AWARD REPORT

Page 1 of 2

To:	Brenda Librecz, Commissioner Community & Fire Services
Re:	218-R-12 Design, Supply & Install a Multi-Sensory Environment Room, Cornell Community Centre
Date:	November 19, 2012
Prepared by:	Dave Merriman, Community Manager East, Ext. 4347 Rosemarie Patano, Senior Buyer, Ext. 2990

PURPOSE

To obtain approval to award the contract for the design, supply & Installation of a multi-sensory environment room at the Cornell community centre.

RECOMMENDATION

Recommended Supplier	TFH (Special Needs Toys) Canada Inc. (Highest Ranked / 2 nd Lowest Price Supplier)	
Current Budget Available	\$ 1,407,159.00	070-5350-10556-005 Cornell Community Centre & Library - FF&E Recreation
Less Cost of Award	\$ 56,471.72	Inclusive of HST
Budget Remaining After this Award	\$ 1,350,687.28	*

*The remaining budget in 070-5350-10556-005 'Cornell (East Markham) CC & Library – FFE Recreation' will be used for other furniture, fixtures and equipment as budgeted for within the account for the Cornell Community Centre & Library.

BACKGROUND

The Multi-Sensory Room (MSR) at the Cornell community centre is approximately 300 square feet and is located on the second floor of the centre. The MSR will be primarily used by individuals with moderate to profound cognitive impairment, and will promote relaxation, social interaction and/or provide activities affording intense stimulation. The room will be used by inter-disciplinary staff with training or certification specific to the kinds of equipment and approaches offered within the space.

The purpose of the Multi-Sensory Room is as follows:

- Calm or stimulate an individual through each of the senses
- Create a healthy, safe environment
- Facilitate the therapeutic alliance
- Promote self-care/self-nurturance, resilience & recovery

The MSR will be used for a variety of activities as well as relaxation. The equipment will be designed or modified to provide and accommodate interactivity. This versatility will allow for changes to suit the physical abilities of users and used to modify the behavior of the equipment, thus changing the sensory experience. This will allow the room to be used in active programs, where skills, cause-effect understanding, concentration and memory abilities can be developed in a fun, focused environment. Components of the MSR will include visual input and lighting, olfactory, proprioception, tactile/touch/feel, and auditory features.

BID INFORMATION

Advertised	Electronic Tendering Network
Bids closed on	November 02, 2012
Number picking up bid documents	18
Number of companies responding to bid	3

PROPOSAL EVALUATION

The Evaluation Team (Team) for this RFP was comprised of staff from the Recreation Department with Purchasing staff acting as the facilitator.

The proposals were evaluated based on pre-established evaluation criteria as listed in the RFP: 20% Qualification and experience of the Firm, 20% Demonstrated Understanding of the Project; 30% Project Management and 40% price, total 100%, with resulting scores as follows:

Consultant	Total Score	Rank
TFH (Special Needs Toys) Canada Inc.	93.15	1
FlagHouse Canada	74.71	2
Expedia Innovations Canada Inc.	53.00	3

Note: Pricing received from the four (3) bidders ranged from \$49,226.77 to \$93,986.61.60 (inclusive of HST).

TFH (Special Needs Toys) Canada Inc., the 2nd lowest priced bidder scored highest on the technical submission demonstrating a thorough understanding of the project and its requirements. Their proposal demonstrated to the City's satisfaction that they have the ability to undertake the project and have a strong understanding of the project deliverables, key issues and challenges. Through the evaluation process, TFH (Special Needs Toys) Canada Inc. demonstrated a depth of experience and expertise as it specifically relates to providing consultation, design and implementation for the best multi-sensory environment (meeting the City's business and technical requirements).



STAFF AWARD REPORT

Page 1 of 2

To:	Andy Taylor, Chief Administrative Officer
Re:	250-S-12 Field Leak Detection and Pipe Wall Thickness Measurement of Cast Iron Water Main (10 Km)
Date:	November 2, 2012
Prepared by:	Paul Li, Infrastructure Project Engineer, Ext. 2646 Michelle Zhu, Senior Buyer / Analyst, Ext. 2025

PURPOSE

To obtain approval to award the contract for field leak detection and pipe wall thickness measurement of ten (10) kilometers of cast iron water mains.

RECOMMENDATION

Recommended Supplier	Echologics Engineering Inc. (Preferred Supplier)	
Current Budget Available	\$ 122,100.00	760-101-5399-12338 Water System Physical Condition Assessment
Less cost of award	\$ 106,848.00	Inclusive of HST
	\$ 10,684.80	Contingency @ 10%
	\$ 117,532.80	Total Cost of Award (Inclusive of HST)
Budget Remaining after this award	\$ 4,567.20	*

* The remaining balance will be returned to original funding source.

Staff further recommends:

THAT the tendering process be waived in accordance with Purchasing By-Law 2004-341, Part II, Section 7 (1) (b) "where there is only one source of supply for the goods to be purchased:"

BACKGROUND

The City owns and operates about 1,000 km of water mains, among which 66 km are cast iron (CI) mains with sizes varying from 100 mm to 300 mm in diameter. Installation of cast iron pipes for the City's water distribution system dates back to 1956, and continues as late as 1987. Due to the age of the cast iron pipes, the City needs to identify and evaluate the physical conditions of the cast iron mains so as to determine the probability of failure, estimate the remaining life and to develop a strategic replacement program for the CI water mains. Six (6) km of CI mains at various locations of the City have been scheduled for replacement in conjunction with other infrastructure improvements (i.e. road reconstructions) in the next five years and therefore excluded from this condition assessment initiative.

Request for Proposal 024-R-12 was issued in March 2012 to retain a consulting firm to plan, coordinate and manage the pipe condition assessment field work of the remaining 60km of CI mains. Part of the scope required a study on current technology available and a recommendation on the most suitable one to be used for assessment. R.V Anderson Associates was awarded the engineering consultant contract.

R.V Anderson, as part of the CI mains condition assessment study, identified 10 km of pipe sections with potentially high risk of failure, which require thorough leak detection and pipe wall thickness assessment. R.V Anderson also studied and evaluated four types of non-destructive technologies currently available on the market for CI main assessment: Acoustic-based assessment, remoter field technique, Ultrasonic technique and CCTV camera. The acoustic-based assessment was recommended to be the most appropriate technology as it minimizes water service disruption, is non intrusive to prevent contamination and can provide leak detection at the same time of pipe wall thickness assessment.

A research was funded by National Research Council (NRC) back in late 90s and a non-destructive and acoustic-based technology tailored for leak detection and pipe condition assessment had been invented. The associated technology had been patented as LeakFinder and exclusive licensing rights were granted to Echologics Engineering Inc. to commercialize and further develop the system. Echologics sells LeakFinder equipment for smaller scale leak detections to various general contractors but retains the assessment services. Therefore Echologics is deemed to be the only supplier available in the market.

Comparing with the most recent project completed in June 2012 for the City of London, the Quotation submitted by Echologics is comparable to the City of Markham's price. Staff went back to negotiate costing with Echologics and was that a \$15,000 discount was provided at time of Quotation.

Discussion also had been carried out with R.V Anderson on the current market condition. The consultant, R.V Anderson evaluated the Quotation submitted by Echologics and advised that pricing was fair based on the scope of work and deliverables. Staff is of the opinion that Echologics can provide these services in a reliable, effective and efficient manner. They have proven track records with the aforementioned municipalities in terms of pricing, quality and services, including project planning, equipment mobilization/demobilization, staff time and field survey report. Their quoted rates for this project are in line with the recent work completed for other municipalities.

**STAFF AWARD REPORT**

Page 1 of 4

To:	Andy Taylor, Chief Administrative Officer
Re:	280-S-12 Cornell FF&E Health and Wellness Cardio Equipment
Date:	October 29, 2012
Prepared by:	Warren Watson, Community Program Coordinator, Ext. 4341 Rosemarie Patano, Senior Buyer, Ext. 2990

PURPOSE

To obtain approval to award the contract for fitness equipment for the Cornell Community Centre.

RECOMMENDATION

Recommended Supplier(s)	Advantage Fitness (Preferred Supplier – Life Cardio Fitness Equipment) Vo2 Fitness Fitness (Preferred Supplier – Precor, Stairmaster/Nautilus Equipment) Technogym Fitness (Preferred Supplier – Technogym Fitness Equipment)	
Current Budget Available	\$ 1,697,085.00	070-5350-10556-005 Cornell CC&L FFE – Recreation
Less Cost of award	\$ 61,066.73	Award to Advantage Fitness (inclusive of HST)
	\$ 108,651.39	Award to Vo2 Fitness (inclusive of HST)
	\$ 110,034.73	Award to Technogym Fitness (inclusive of HST)
	\$ 279,752.85	Total Cost of Award (Incl. of HST)
Budget Remaining after this award	\$ 1,417,332.15	*

* The remaining balance of \$1,417,332.15 in account 070-5350-10556-006 will be applied to other FFE requirements as budgeted for within this respective account.

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 (e) where the City is acquiring specialized equipment, in which case the sources of supply may be identified based on technical specifications prepared by the User Department staff.

BACKGROUND

This award is for the supply and delivery of Life and Cybex strength fitness equipment for the Cornell Community Centre. Both Life Fitness and Cybex products are well known in the industry and currently exist in our own fitness facilities. Their products are durable and user friendly, and are equal to or better than other products we have in our facilities (Centennial Community Centre and Thornhill Community Centre). With the purchase of this equipment, the City is maintaining the variety of the current models that are part of the City's current strength training line and that will aesthetically complement with the other products the City offers. In addition, the Eagle line of equipment (Cybex) also offers the flexibility for users that may use our equipment for rehabilitation purposes.

The recommended health and wellness cardio equipment is as follows:

ADVANTAGE FITNESS

Item No.	Quantity	Manufacture	Model	Description
1	4	Life Fitness	Life	95T Life Treadmills
2	2	Life Fitness	Life	95C Life Upright Bikes
3	1	Life Fitness	Life	95R Life Recumbent Bikes

Vo2 FITNESS

Item No.	Quantity	Manufacture	Model	Description
1	1	Precor	Precor	EFX 885 Precor Elliptical Trainers
2	4	Precor	Precor	EFX 883 Precor Elliptical Trainers
3	4	Precor	Precor	855 Precor Open Stride Active Motion Trainers (AMT)
4	1	Nautilus Stairmaster	Nautilus/Stairmaster	Stairmaster Stepmill
5	2	Precor	Precor	RBK 885 Precor Recumbent Bikes
6	2	Precor	Precor	UBK 885 Precor Upright Bikes

TECHNOGYM

Item No.	Quantity	Manufacture	Model	Description
1	1	Technogym	Technogym	Run MD Technogym Treadmills
2	3	Technogym	Technogym	Jog 700 Technogym Treadmills
3	2	Technogym	Technogym	Excite +700 Technogym Vario Cross trainers
4	2	Technogym	Technogym	Excite +700 Upright Technogym Bikes
5	1	Technogym	Technogym	Excite +700 Recline Technogym Bikes
6	2	Technogym	Technogym	Excite +700 Top Technogym Arm ergometer + Innovative Seat Top
7	2	Technogym	Technogym	Excite +700 Step
8	1	Technogym	Technogym	Wellness System
9	1	Technogym	Technogym	Education

OPTIONS/DISCUSSIONS

In December 2011, staff invited the following four (4) suppliers to provide one (1) hour presentations on both their cardio and strength training lines: Advantage Fitness, Vo2 Fitness, Legacy Fitness and Technogym. These presentations, combined with subsequent facility tours at Cambridge and Toronto, allowed staff to evaluate the products being considered for the Cornell facility. Each supplier had an opportunity to share with us the lines of equipment they represent. From this meeting it was determined if further research was warranted on any line of equipment presented.

The process of presentations was not a process to determine who would be a selected supplier but simply to offer an opportunity for suppliers to share information with the City about the product lines and the companies they represent. Information such as a company's Green initiative, LEED certifications and new technologies were shared at each of these presentations. After the presentations it was determined that further investigation of one line of equipment may be required. Subsequently two site visits were arranged to view the Technogym cardio training line, which is similar in design to the current City standard of Life, Precor, Stairmaster/Nautilus cardio equipment. It also offers a unique Wellness system technology: which allows user information to be tracked, captured and shared electronically. This technology is an important part of cutting edge technology and programming that will be required in the new medical setting we will be surrounded by in the new Cornell Community Centre.

RATIONALE

Advantage Fitness has provided Life Fitness products to the City of Markham for over seven (7) years, with a high success rate in durability, ease of use, facility design and attention to detail. Providing a senior level Key Account Manager for the City of Markham, they are uniquely qualified as a partner for the different phases of the City's development, including: the determination of the right mix of equipment for the needs of the users and assessing the various spaces to maximize the use of the facilities floor. The Life Fitness product is inviting, safe, and easy to manage.

RATIONALE (Continued)

The key product features for Life products, include:

- USB connectivity for clients and trainers to store and design programs for clients that can then be plugged into the computer console on a PC or the treadmill unit.
- ipod compatibility allows users to seamlessly integrate their music/video selection and watch them on the LCD screen.
- Zoom feature allows for our visually impaired users to enlarge the viewing screen for larger workout data viewing.
- Virtual trainer is a function in the programming that at any time will allow users to walk through a tutorial on features of the unit (Available in 13 languages).
- Stride Sensor shuts down the unit if a user's stride is not detected – on treadmills.
- Integrated 15 LCD screen with touch screen.

Life Fitness have made technological strides in terms of Energized Entertainment. With the diverse users at the City fitness centres, the unit from Life Fitness is the only unit that can switch to thirteen (13) different languages with its multiple language features and also features closed captioning for the hearing impaired. These treadmills have proven to be durable, user friendly, and very popular amongst our users at our facilities. They are heavily used. In order to maintain our current level of service delivery to our users; purchasing the same brand of treadmills to maintain consistency is an important part of the decision making process.

Technogym is a well respected player in the fitness industry. They are the sole supplier of fitness equipment to all Olympic and Pan Am Games Athletes Training Centres, making them a very reputable brand and forward thinking company. The Technogym line of equipment is comparable on many levels to the brands we currently have in our facilities (Precor, Stairmaster /Nautilus, & Life Fitness). Additionally this supplier includes a unique medical application that will be required for the relationships that will be established at Markham Stouffville Hospital.

Unique Key Product Features of Technogym & The Wellness System

- 100% DATA COLLECTION - The Wellness System Key can be used throughout your facility and uses wireless technology to both gather and communicate data related to every activity – from the moment a member enters your facility to the moment they leave.
- FULLY PROGRAMMABLE – Programmable centrally or by trainers at their own workstations, the Wellness System can provide each member with a customised programme to follow.
- CUSTOMER RELATIONSHIP MANAGEMENT SOFTWARE – Either at an individual or an aggregate level, we can view total member and equipment activity at any time.

Vo2 Fitness Precor bikes, elliptical and EMT's are a well established City standard in the fitness facilities. They have proven to be durable and easy to use for our members.

Key Product Features for Precor, Stairmaster/Nautilus include:

- Touch screen Console
- Intuitive interface
- Step-through design – Recumbent model only
- Ventilated, suspension-mounted air flex seat back
- Dual-sided pedals with integrated straps
- Simple single-handed seat adjustment
- Over-molded handlebars – Upright model only
- Ergonomically designed saddle – Upright model only

RATIONALE (Continued)

Advantage Fitness is the sole distributor of Life products, Vo2 s is the sole distributor of Precor & Stairmaster/Nautilus. Technogym is the sole supplier of Technogym products; there are no other companies that can provide these brands of Cardio equipment or systems. Life, Precor, Stairmaster/Nautilus and Technogym are well established product lines in the fitness industry, well respected for their performance, durability and functionality. These systems are currently in use at both the Centennial and Thornhill Fitness Centres. The equipment represents the standard for City Fitness Centres. Use of Precor, Stairmaster / Nautilus, Life & Technogym Cardio equipment at the new Cornell Fitness Centre is consistent with the standard.

Pricing for Life, Precor, Stairmaster/Nautilus, & Technogym Cardio equipment are comparable to other similar but not equal product lines. Based on a proven track record in the two existing Markham fitness facilities; Life, Precor, Stairmaster/Nautilus, & Technogym Cardio have proven to be excellent value in terms of performance, durability and member satisfaction. Markham is a preferred customer with both Life, Precor, Stairmaster/Nautilus, & Technogym and as such receive up to 30% discount off of the regular commercial price list.

ENVIRONMENTAL CONSIDERATIONSLife Fitness equipment

Life Fitness has the largest integrated Certified Pre-Owned (CPO) program. Through this program, 50-75% of parts from the City's commercial cardio products are reused to create a durable line of CPO products. Through this program, Life Fitness keeps materials out of landfills and cut down our manufacturing footprint. Since 2004 they have placed 70,000 of these units back in the field. Also, Life Fitness continues with their eco-friendly practices by earning its green certification from the Green Business Bureau, a company that provides green programs for small and medium sized businesses.

Technogym equipment

Since 2003 Technogym has put in place a number of manufacturing accommodations, in accordance to UNI ISO 14001 certification requirements, primarily aimed at product and process environmental compatibility. To highlight Technogym green policies and make their customers aware of their eco-friendly choice when purchasing equipment, Technogym have designed a special green logo with the main criteria forming the basis of development of Technogym products during their entire life cycle. These are the main drivers Technogym follows to manufacture and offer greener products to the market.

Their product line features totally self-powered products that self-generate the energy necessary to function when users are exercising on the machine. Additionally, their products are built with highly renewable – more than 95% in weight - materials (plastic and metal). The easy and simple process of disassembly of the components allows us the salvage of secondary raw materials at the end of the lifecycle. Technogym products have a very long average life, enhanced further by the second-hand market. This allows us to reduce raw materials use and product disposal.

Also, they use water-based instead of solvent based paint and avoids chrome plating. This means to significantly reduce or radically replace dangerous, toxic or environmentally unsuitable substances.

Precor equipment

Precor have established a track record of progressive environmental stewardship and gained industry and government recognition for environmental and manufacturing best practices. The Precor record of continuous improvement to protect human health and the environment is evident in multiple honours earned over the past decade for its U.S. based manufacturing, which includes:

- LEED CI Gold recognition by the U.S. Green Building Council for the design, construction, and operation of offices in their manufacturing plant in Guilford County, North Carolina



STAFF AWARD REPORT

Page 1 of 2

To:	Andy Taylor, Chief Administrative Officer
Re:	294-S-12 Supply and Delivery of Leather Firefighter Boots for the Fire Department
Date:	November 9, 2012
Prepared by:	Dave Decker, Deputy Chief, ext. 5975 Rosemarie Patano, Senior Buyer, ext. 2990

PURPOSE

To obtain approval to award the contract for the supply and delivery of 210 pairs of Leather Firefighting Boots for the Fire Department.

RECOMMENDATION

Recommended Supplier	Canadian Emergency Supply & Training Associates Inc. "CESTA" (Preferred Supplier)	
Current Budget Available	\$ 91,600.00	420 101 4299 12176 Firefighting Boots
Less Cost of Award	\$ 76,716.84	Inclusive of HST
Budget Remaining after this award	\$ 14,883.16	*

* The remaining balance of \$14,883.16 will be returned to original budget source.

Note: The City of Hamilton and City of Toronto are currently under negotiations with CESTA. When finalized, the recommended supplier has agreed to honour the Toronto and Hamilton pricing if lower than the recommended award.

STAFF RECOMMENDATION

THAT the tendering process be waived in accordance with Purchasing By-Law 2004-341, Part II, Section 7 Non Competitive Procurement, item 1 (e) which states "Where the Town is acquiring specialized equipment, in which case the sources of supply may be identified based on technical specifications prepared by the User Department staff;"

BACKGROUND

Markham Fire and Emergency Services selected Canadian Emergency Supply & Training Associates (CESTA) to supply the HAIX Fire Hero Xtreme structural firefighting boots to replace the existing rubber firefighting boots.

The trend in Fire Services is to transition to leather firefighter boots. The following fire services are equipped with leather firefighter boots: Windsor, Sarnia, London, Kitchener, Guelph, Waterloo, Richmond Hill, Ottawa, Central York, Peterborough, Vaughan, Barrie, Calgary, Edmonton, Vancouver and Montreal. In addition, Toronto has partnered with Hamilton and issued an RFQ for the provision of HAIX leather Firefighter boots.

HAIX provides longevity through their extensive refurbishment program and suggest an evaluation of the boots at the 5-7 year point and if required boots can be sent for refurbishment (sent to Barrie, Ontario approx. 72 hour turn-around). The request for funding of this program was heavily weighted on longevity (10 years). Leather firefighting boots have a service life expectancy of up to ten years (with option to refurbish). Rubber boots have a 3-5 year service life expectancy. Within 10 years, the cumulative cost to provide several pair of rubber boots will exceed the cost of one pair of leather boots during the same time period.

The benefits associated with the cost of leather firefighting boots include ergonomic improvements which may result in reduced injury potential; reduction in cost for firefighter footwear over a ten year period due to less frequent replacement of traditional rubber boots; reduction in waste (rubber boots vs. leather to landfill), ability to refurbish worn components vs. replacement of rubber boots.

RATIONALE

Canadian Emergency Supply & Training Associates Inc. (CESTA) have supplied HAIX boots to Sarina, Waterloo and Vaughan fire departments. Toronto and Hamilton fire departments are in the process of obtaining a quote from CESTA to supply approximately 4000 pair of boots.

With regard to firefighter safety, HAIX has provided documentation for all testing and safety factors associated with meeting the current CSA and NFPA standards. The HAIX boot covers the range of exposure protection to our firefighters including protection while working at rescue scenes, structural and airport fire incidents.

OPTIONS/DISCUSSION

The HAIX boot offered by CESTA is the choice of boot for many of the large urban fire services in Canada including Vancouver, Calgary, Montreal, Vaughan and Toronto. Departments have conducted wear tests with the result being the HAIX product as the boot of choice. The MFES wear test concluded that leather boots are superior to rubber boots in performance and comfort. Hamilton completed a wear test with similarities to the MFES field test and concluded that the HAIX boot was superior in design, comfort and wear. Toronto did not conduct a field wear test. Toronto is relying on the findings of the Hamilton wear test on their selection of the HAIX boot.

The regular retail price for the HAIX leather boots is \$419.00 per pair (2012 Recruit Firefighter price). Markham staff have successfully negotiated 14% reduction (approximately \$60 per boot).

Upon approval of the recommended contract, a Purchase Order would be issued to CESTA and dates would be set to measure firefighters, with the expectation that the majority of the leather boots would be delivered before December 31, 2012.

FINANCIAL CONSIDERATIONS

Account Name	Account #	Budget Amount	Spent to Date	Committed	Budget Available	Amount to Allocate this project	Budget Remaining *
Firefighting Boots	420-101-4299-12176	91,600.00	0	0	91,600.00	76,716.84	14,883.16

*The remaining budget was meant to fund 40 pairs of leather boots that have already been purchased separately through other accounts for 1) new recruits and b) other special needs footwear for staff. This remaining budget is therefore no longer required, and will be returned to source.

Cost per pair of leather boots is \$359.00 x 210 pairs x HST impact (1.76%) = \$76,716.84. The original budget price per pair of leather boots was \$360/pair.



STAFF AWARD REPORT

To:	Andy Taylor, Chief Administrative Officer
Re:	298-S-12 Markham Pan Am Centre Site Preparation -- Environmental Consulting Services
Date:	November 2, 2012
Prepared by:	Max Stanford, Project manager, Ext. 2710 Phoebe Fu, Senior Manager, Facilities, Ext. 3010

PURPOSE

To obtain approval to issue a purchase order for the completion of environmental consulting services for the Markham Pan Am site soil remediation and submission of Record of Site Condition to Ministry of the Environment.

RECOMMENDATION

Recommended Supplier	Coffey Geotechnics Inc. (Preferred Supplier)	
Current Budget Available	\$ 340,262.00	070-5350-11416-005 Toronto 2015 Pan/Parapan American Games
Less: Cost of award	\$ 239,219.00	Cost of award (Inclusive of HST)
Budget Remaining after this award	\$ 101,044.00	*

* The remaining balance to be applied to other requirements as budgeted for within the account.

Staff recommends: THAT the tendering process be waived in accordance with Purchasing By-Law 2004-341, Part II, Section 7 (1) (h) "where it necessary or in the best interests of the Town to acquire...Consulting and professional Services from a preferred supplier...who has a proven track record with the Town in terms of pricing, quality and service."

BACKGROUND / DISCUSSION

Coffey Geotechnics Inc. had been retained by Infra Structure Ontario (IO) to provide environmental, geotechnical, and hydro-geological support for their Phase 1 and 2 ESA. Coffey Geotechnics Inc. was also retained for the soil remediation work in Tributary 5 south of the Pan Am site.

Taking advantage of knowledge continuity (Coffey had provided environmental, geotechnical, and hydro-geological support to IO and Tributary 5), it was expedient to continue their work on the site through obtaining the necessary approvals. The area of the site within 30m of Tributary 5 needed extensive remediation to very stringent standards. The strategy developed for the balance of the site included some spot remediation of heavy metals, strategizing the remediation of sodium contaminated areas and developing an MGRA (modified generic risk assessment) through a sub-supplier, and finally, preparation and submission of the RSC (record of site condition) documentation (one for each part of the site) for the Ministry of Environment. Given the very short timelines, and since quantities and testing requirements are developed as work progresses, this work was completed on a time and material basis. The necessary results were achieved prior to the August 31, 2012 deadline for the City to turn over the site to IO.



STAFF AWARD REPORT

To:	Andy Taylor, Chief Administrative Officer
Re:	319-T-09 Maintenance of Traffic Control Devices – Contract Extension
Date:	November 23, 2012
Prepared by:	Ravali Kosaraju, Engineering Technologist Ext. 2608 Patti Malone, Senior Buyer Ext. 2239

PURPOSE

The purpose of this report is to obtain approval to extend Tender 319-T-09 “Maintenance of Traffic Control Devices” for an additional one (1) year at the same itemized pricing and as per original tender submission.

RECOMMENDATION

Recommended Supplier	Beacon Utility Contractors Limited (Preferred Supplier)	
Current Budget Available	\$ 161,727.00	740-9985308 Traffic Signal Maintenance – 2013 Budget
Less cost of award	\$ 150,727.00	Inclusive of HST Impact
Budget Remaining after this award	\$ 11,000.00	*

* Subject to Council approval of the 2013 operating budget. The remaining budget is allocated for reimbursement to the Region of York for their maintenance services at five (5) city-owned signalized intersections where transit priority equipments are installed.

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

Beacon Utility Contractors Limited oversees the maintenance, modifications and general repairs for the City’s traffic control signal systems to provide safe, reliable and efficient operation for roadway users. The maintenance work includes, but is not limited to, semi-annual inspections and the repair and/or replacement of traffic signal equipment.

Staff awarded tender 319-T-09 to the lowest priced bidder, Beacon Utility Contractors Limited (Beacon), for 2010, 2011 and 2012. The tender had an option to renew for one (1) additional year at the same terms, conditions, pricing and subject to contractor’s performance and satisfaction of the City. Operations Department has confirmed that Beacon Utility Contractors Limited’s performance exceeded City staff expectations and recommends exercising the optional one-year extension.

Beacon priced submitted under tender 319-T-09 in 2009 was 8% lower than the 2nd lowest priced supplier. We have received confirmation that Beacon will honour the same 2010 prices and terms as per the original tender submission for the contract extension.

Note: The actual usage is dependent on field conditions and the performance of the traffic control signal systems over time (68 signalized intersections currently maintained by the City). For the purpose of this award, the quantities/estimates of services are aligned with historical average requirements and the 2013 operating budget.



STAFF AWARD REPORT

Page 1 of 2

To:	Andy Taylor, Chief Administrative Officer
Re:	023-T-08 Town-wide Building Mechanical Maintenance - Extension of Contract
Date:	December 14, 2012
Prepared by:	Robert Bell, Facility Maintenance Coordinator Ext. 3526 Tony Casale, Senior Construction Buyer Ext. 3190

PURPOSE

To obtain approval to extend the existing contract for an additional five months as per the original bid submission and a further seven months under a non competitive process at the same 2012 itemized pricing.

RECOMMENDATION

Recommended Supplier	SIG Mechanical Services Inc. (Preferred Supplier) Versatech Mechanical Inc. (Preferred Supplier)	
Current Budget Available	\$ 258,731.00	2013 Operating Budget*
Less Cost of Award	\$ 208,447.46 \$ 50,283.54 \$ 258,731.00	SIG Mechanical Services Inc Jan – Dec 2013 (Incl. of HST)* Versatech Mechanical Inc. Jan – Dec 2013 (Incl. of ST)** Total Cost of Award (Incl. of HST)**
Budget Remaining after this award	\$ 0.00	***

*Subject to Council approval of the 2013 Operating budget.

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) which states "Where the extension of an existing contract would prove more cost-effective or beneficial;"

BACKGROUND

This contract provides an all-inclusive mechanical maintenance service including emergency service calls, repairs, replacement of parts and preventative maintenance routines for various facilities including recreation centres, fire, library, operations and cultural facilities.

DISCUSSION

In June 2008, Council approved the award of contract 023-T-08 to the two lowest priced suppliers, SIG Mechanical Inc. and Versatech Mechanical Inc. for a period of four years and seven months (June 1, 2008 – December 31, 2012). However the bid document (023-T-08) and bid submissions included a five year contractual term (June 1, 2008 – May 31, 2013).

Staff is seeking approval to award the contract for an additional five month period (Jan 1, 2013 – May 31, 2013) as per the original bid document with a further seven month extension (June 1, 2013 – December 31, 2013) under a non competitive procurement process based on the same terms, conditions and pricing.

The additional seven month extension (June 1, 2013 – December 31, 2013) is beyond the original contract, however it allows staff to align the operating budgets with the 2013 fiscal year (January – December).

The current contracts included escalation in the fourth and fifth years of the contract, however both suppliers have agreed to hold their 2012 pricing for the extension period (June - December 2013).

SIG Mechanical Services Inc.

In April 2002, Staff released tender # 002-T-02 for building mechanical maintenance and awarded to the lowest priced supplier SIG Mechanical Services Inc. for a period of three years with an option to renew for two additional years. At the time of tendering, SIG Mechanical Services Inc.'s pricing was 31% lower than the 2nd lowest priced supplier. Moreover, under contract 023-T-08, pricing received from the lowest priced supplier was approximately 40% lower than the 2nd lowest priced supplier.

Versatech Mechanical Inc.

In previous contracts the building mechanical maintenance was awarded to the lowest priced supplier for all locations. During the review process for tender 023-T-08 staff determined that it was in the best interest of the City to split the award and have the Angus Glen Community Centre awarded to Versatech Mechanical Inc., the lowest priced bidder for this location. At the time of tendering, Versatech Mechanical Inc. was approximately 47% lower than the 2nd lowest priced supplier.

Staff is recommending extending the contract due to favourable pricing, positive performance from both suppliers and their willingness to hold pricing until the end of 2013. Staff are confident that both suppliers will continue to meet the service level expectations at the City of Markham. In 2013, Staff will prepare and issue a new Request for Tender ("RFT") in order to have the contract in place commencing January 2014.



STAFF AWARD REPORT

Page 1 of 2

To:	Andy Taylor, Chief Administrative Officer
Re:	182-S-10 Streetlighting Maintenance, Repair and Relamping Program – Contract Extension
Date:	December 12, 2012
Prepared by:	Prathapan Kumar, Senior Manager, ext. 2989 Patti Malone, Senior Buyer, ext. 2239

PURPOSE

The purpose of this report is to obtain approval to extend the contract for streetlight maintenance, repair and relamping program by one year with a 3% rate increase over the 2007 contract rates.

RECOMMENDATION

Recommended Consultant	PowerStream (Preferred Supplier)	
Current Budget Available	\$1,004,487.00	720-720-5497, Streetlight Maintenance and Repair
	\$ 388,000.00	720-720-5499, Other Maintenance & Repair
	\$ 1,392,487.00	2013 Operating Budget*
Less cost of award	\$1,004,487.00	Streetlight Maintenance
	\$ 388,000.00	Utility Locates
	\$ 1,392,487.00	Total Award**
Budget Remaining after this award	0.00	

*Award is subject to Council Approval of the 2013 Operating Budget

**Award includes 1.76% HST Impact

Staff further recommends:

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

BACKGROUND

The Council meeting on December 14, 2010 approved the following:

That the CAO be authorized to renew the streetlight maintenance, repair and relamping contract for an additional 3 years (2012 -2014) exercised at one year intervals, subject to performance and based on yearly approval of the Operating budget.

The City's streetlighting network (approx. 24,779 lights predicted at the end of 2012) is owned and operated by the City. Staff anticipates that approx. 800 new lights will be added to the inventory through new development and scheduled capital projects related to lighting improvements on major roads in 2013.

The City historically engaged Markham Hydro then PowerStream to provide streetlight related maintenance services due to their expertise and background with the electrical systems. This engagement is one of the three components of a shared service agreement between the City and PowerStream. The other two services are hydro cashier services and water meter reading and billing.

The services provided by PowerStream under this component of the contract includes emergency repairs to the damaged poles and fixtures, replacement of burned out bulbs, ballasts, light sensors, fixtures (based on residents' complaints to the City's Contact Centre and outages reported by the City's night patrols), underground and overhead supply line repairs (burn outs/faults) and locating services for underground streetlight infrastructure. The service provided also includes a yearly relamping and fixture cleaning program where bulbs are replaced and fixtures cleaned on a 5 year cycle (approx. 1/5th of City's lighted areas per year) as part of preventive maintenance program.

Streetlight Maintenance

- Since 2006, PowerStream has managed City's streetlight maintenance, repair and re-lamping program and the works were subcontracted by PowerStream to Langley Utilities Contracting through a competitive bidding process. PowerStream manages the contract and ensures that the service standards and quality are maintained (2012 budget is \$1.03 million). A contract management fee of 20% is charged by PowerStream (average administrative cost is \$200,000/year).

Utility Locates:

- To date, PowerStream provides locating services for underground streetlight cables along with their own hydro cables, using their own staff, at no extra charge to the City.
- In 2011, PowerStream changed their locating process and engaged private locators through Locate Alliance Consortium (LAC), a body formed by a group of facility owners.

In January 2012, PowerStream approached the City and wanted the City to take responsibility for both streetlight maintenance and cable locates by January 2013.

After negotiations, PowerStream agreed to continue with the streetlight maintenance and cable locating services until end of 2014. Staff negotiated with Powerstream to reduce their contract management fee to 10% and in return for this reduction, the City agreed to pay 100% of PowerStream's costs with no mark-up to perform locates for the underground streetlight cables. Also, staff requested Powerstream to negotiate the renewal of the Langley contract at 2007 rates. However, Langley did not accept the renewal at the 2007 rates. Langley did however proposed the following two renewal options to Powerstream:

Option 1:

One year extension with a 3% increase on all components of the 2012 contract with the understanding that the City Powerstream would issue a tender in late 2013 for 3 years (2014-2016).

Option 2:

A two year extension with the following changes:

- a) For 2013, a 3 % increase on all components of the 2007 contract rates, except for the concrete poles which will have a 20% increase.
- b) Three additional labour categories will be added to the contract for "Special Troubleshooting" situations: Foreman @ \$62 per hour, Apprentice @ \$53 per hour and Street Light Technician @ \$53 per hour.
- c) For 2014, a 3 % increase on all components of the 2013 contract, except for the concrete poles which will have a 6% increase.

Analysis

Finance staff met with the staff from Asset Management and Purchasing to discuss the financial impact of the two Langley options and carried out an analysis of both options. The cost increase associated with Option 1 is estimated to be \$29,257 and Option 2 is estimated to be \$62,270 for 2013 and \$99,947 for 2014 over the current 2013 budget request. The 2013 Operating Budget was adjusted to reflect the \$29,257 increase under Option 1. Purchasing staff anticipate that if the City were to tender the 2014 service, the tendered price would be more competitive than 2014 cost proposed in Option 2.

Based on this analysis, staff recommend that the City accept the Option 1 with 3% increase over 2007 contract rates and tender the 2014 services through City's Purchasing Division in coordination with PowerStream.



STAFF AWARD REPORT

Page 1 of 2

To:	Andy Taylor, Chief Administrative Officer
Re:	160-R-06 Building Operations and Maintenance - Contract Extension
Date:	December 10, 2012
Prepared by:	Brian Millar, Civic Centre Co-ordinator, ext. 6190 Patti Malone, Senior Buyer, ext. 2239

PURPOSE

The purpose of this report is to obtain approval to extend Tender 160-R-06 "Building Operations and Maintenance" for an additional one (1) year at the 2012 itemized pricing.

RECOMMENDATION

Recommended Supplier	Angus Consulting Management Limited (Preferred Supplier)	
Current Budget Available	\$ 333,057.00	See Financial Considerations
Less cost of award	\$ 244,215.40	Feb 1, 2013 to Dec 31, 2013*
	\$ 22,201.40	Jan 1, 2014 to Jan 31, 2014*
	\$ 266,416.80	Inclusive of HST impact
2013 Budget Remaining after this award	\$ 88,841.60	**

*Subject to Council Approval of the 2013 and 2014 Operating Budgets.

**Remaining funds of \$88,841.60 to be used for other facility maintenance work as budgeted for within these accounts.

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

This service is for planned preventive, planned and emergency work for the heating, ventilating, air conditioning (HVAC) and life safety systems. The building automation systems (BAS) are monitored 7 days a week, 24 hours a day on-call service by a trained operator. The contract includes the maintenance, engineering and support system for the following facilities: Civic Centre, Fred Varley Art Gallery, 8100 Warden Avenue, Markham Village Library and the Museum Collection Building.

This contract includes three (3) full time operators at 37.5 hours a week and a part time individual who spends 9 hours a week at the Museum Collection building for a total of 6,318 hours a year.

DISCUSSIONS

In January 2007, Council approved the award of contract 160-R-6 to Angus Consulting Management Limited (ACML) for a period of five (5) years ending February 1, 2012. Subsequently in December 2011, staff received approval to extend the contract for one (1) additional year February 1, 2012 – January 31, 2013 under the non-competitive process.

This extension approved in December 2011 allowed for unit pricing to be decreased in 2012 by 2.7% and staff believes it's in the best interests of the City to extend contract 160-R-07 with ACML for one (1) additional year at these same rates. Staff will issue a bid document to the market in the latter part of 2013 for any future requirements of this service.

Rationale

1. Staff has released bids to the market for Building Operations and Maintenance on two (2) separate occasions (2001 & 2006) with ACML being the successful proponent on both proposals (highest ranked/lowest priced bidder). Additionally, on both of these occasions (2001 & 2006), Markham has received a limited number of contractors bidding on this type of work. The bid response for both proposals was two (2) bid submissions with one (1) being ACML's.
2. From February 1, 2012 to January 31, 2013, ACML reduced their fees by 2.7% for this one (1) year. ACML have agreed to hold their price for an additional one (1) year extension. When this contract was awarded in 2007 the award pricing was 7.5% lower than the 2001 – 2006 contract pricing. By extending for one (1) further year, Markham will be receiving 2013 pricing at a rate of 5.3% lower than the 2001 – 2006 contract.

Rationale (Continued)

3. ACML pricing is approximately \$42.72/hr and in comparison to other maintenance services provides at Markham.
- Electrical maintenance contract is \$67.58/hr (including a vehicle)
 - Mechanical maintenance contract which is \$84/hr (including a vehicle)
4. ACML pricing is approximately \$42.72/hr and in comparison to other maintenance services provides at Markham.
- Electrical maintenance contract is \$67.58/hr (including a vehicle)
 - Mechanical maintenance contract which is \$84/hr (including a vehicle)

FINANCIAL CONSIDERATIONS

Account #	Description	2013 Budget*	Less 2013 Cost of this award**	Remaining Balance after award
520-520-5414	Museum Collection Building - Facility Maintenance	40,000	20,097	19,903
750-751-5310	Markham Civic Centre - S/A Building Mtce.	176,797	153,432	23,365
540-540-5314	Fred Varley Art Gallery - S/A Facility Mtce.	26,676	5,882	20,794
750-757-5310	8100 Warden Ave - S/A Building Mtce.	43,160	34,017	9,143
998-300-5310	Library - Markham Village Branch - S/A Facility Mtce.	46,424	30,786	15,638
	Total	333,057	244,215	88,842

*Subject to Council approval of the 2013 Operating Budget

**2013 Award represents 11 months, from Feb 1, 2013 to Dec 31, 2013.



STAFF AWARD REPORT

To:	Andy Taylor, Chief Administrative Officer
Re:	287-S-12 Electrical Safety Authority Contract
Date:	December 17, 2012
Prepared by:	Rob Bell, Maintenance Coordinator Ext. 3526 Patti Malone, Senior Buyer Ext. 2239

PURPOSE

To obtain approval to award the contract for continuous safety service agreement to Electrical Safety Authority (ESA) for three (3) years at the same itemized pricing.

RECOMMENDATION

Recommended Supplier	Electrical Safety Authority (Preferred Supplier)	
Current Budget Available	\$ 50,271.00	750 750 5314 Service Agreements Facility Maintenance
Less cost of award	\$ 49,482.83	Inclusive of HST for 2013*
	\$ 49,482.83	Inclusive of HST for 2014*
	\$ 49,482.83	Inclusive of HST for 2015*
	\$148,448.49	(Total Cost of Award)
Budget Remaining after this award in 2013	\$ 788.17	**

* Subject to Council approval of the 2013, 2014 and 2015 Operating Budgets.

** The remaining account balance will contribute to the year-end operating variance.

Staff further recommends:

THAT the tendering process be waived in accordance with Purchasing By-Law 2004-341, Part II, Section 7 (b) where there is only one source of supply for the goods to be purchased.

BACKGROUND

ESA is the designated authority to enforce Ontario Regulation 89/99. The ESA is responsible for electrical safety in the province of Ontario including the administration and enforcement of the Electricity Act, 1998, C. 15 and the Ontario Electrical Safety Code, Ontario Regulation 164/99 as amended 10/02 (the "OESC"). Rule 2-006 of the OESC provides for periodic inspection of the electrical installations in prescribed circumstances. The ESA offers periodic inspection services through a program known as Continuous Safety Services which assists the Town to ensure due diligence concerning risk management and quality control in compliance with the Electrical Safety Code.

The new contract will cover 110 sites that the ESA inspects, including Parks sites. This allows for routine electrical work to proceed without incident and an annual inspection is done to review all work performed at these sites. Without this agreement, the Town's obligation by law is to submit an application for the inspection of any electrical work, including:

- Electrical service upgrades
- Installation of new electrical equipment
- Installation of outlets, switches, light fixtures, etc.
- Routine maintenance

The Continuous Safety Service Agreement offers a cost effective solution to individual inspections. Furthermore, the contract offers staff training in electrical risk management and access to electrical expertise. Compared to the 2010-2012 yearly fee, the 2013-2015 contractual pricing has increased by 4%, however, these costs are firm fixed for the three (3) year period.

**STAFF AWARD REPORT**

Page 1 of 2

To:	Brenda Librecz, Commissioner Community & Fire Services
Re:	234-Q-12 Servicing, Supply and Delivery of Parts to City Owned Pools
Date:	October 30, 2012
Prepared by:	Dennis Riggs, Facility Coordinator, Centennial, ext. 905-294-6111 x224 Rosemarie Patano, Senior Buyer, ext. 2990

PURPOSE

To obtain approval to award the contract for the Servicing, Supply and Delivery of Parts to City Owned Pools for the complete term of the contract: one (1) year term, with an option to renew for for an additional two (2) years at the same prices and conditions subject to the performance of the Contractor at the sole discretion of the City.

RECOMMENDATION

Recommended Supplier	B & S Pool Services Inc. (Sole Bidder)	
Current Budget Available	\$115,518.00	Various (see Financial Considerations)
Less cost of award	\$ 18,625.00	Oct 1, 2012 to Dec 31, 2012 (Including HST impact)
	\$ 74,500.00	Jan 1, 2013 to Dec 31, 2013 (Including HST impact)*
	\$ 74,500.00	Jan 1, 2014 to Dec 31, 2014 (Including HST impact)*
	\$ 55,875.00	Jan 1, 2015 to Sep 30, 2015 (Including HST impact)*
	\$ 223,500.00	Total award (Inclusive of HST)
Budget Remaining after this award	\$ 96,893.00	**

*Subject to Council approval of 2013-2015 Operating Budgets.

**The remaining balance to be applied to other operating requirements as budgeted for within the respective accounts.

BACKGROUND

The City requested quotations from qualified pool service companies to provide service to all City owned indoor and outdoor pools on an on-call basis. Services / repair work to include but not solely limited to: chemical controllers repair and calibration, PVC pipe work, motors, pumps and seal repair / replacement, chemical feeders and injectors, electrical controls, relays, solenoids, flow meters, filter systems, contact tanks, fisher fluid control valves, chlorination equipment, CO2 systems and injectors, general trouble shooting, chemistry and corrective measures. The contract to the successful bidder will also include the supply and delivery of pool parts.

BID INFORMATION

Advertised	ETN
Bids closed on	September 26, 2012
Number picking up bid documents	3
Number responding to bid	1

OPTIONS/DISCUSSIONS

In September 2012, request for quote 234-Q-12 was issued publicly to the Marketplace through the electronic tendering network with three (2) suppliers downloading the document and 1 bidder picking up the document at the Contact Centre. From the total of three (3) bid takers, only B & S Pool Services Inc. responded with a bid submission.

Combination of factors resulted in the lack of bid responses: for one of the bid takers, they were unable to meet the specified requirements as they pertained to response times; another bidder missed the closing deadline due to internal administrative issues.

OPTIONS/DISCUSSIONS (Continued)

The quoted price from the sole supplier is well within the estimated budget for this project. Staff have worked with B & S Pool Services Inc., the incumbent, with the servicing, supply and delivery of parts to the City owned pools, and are satisfied with the level of service and quality of workmanship provided. Compounded by their strong external references and confirmation of cost competitiveness (based on follow-up calls made to suppliers who opted not to submit a bid), Staff does not recommend re-issuing the RFQ. By going out to market for bid again, there is no assurance that the City will see lower pricing.

In 2009, B&S Pool Services Inc was the lowest priced bidder under Quote 109-Q-09 and was 34% lower than the 2nd lowest priced bidder and 55% lower than the 3rd lowest price bidder. With this recommended award, the incumbents pricing has increased by 4% (approximately \$24.75 more per visit) from the previous contract and remains competitive within the marketplace.

This is combined with the fact that there are few suppliers within this field that have the same experience and qualifications, which the City is seeking. Also, a delay in the project will have an impact on services provided to the community.

FINANCIAL CONSIDERATIONS

Location	Full Account	Current Budget Available in 2012	Oct 1 to Dec 31, 2012 Allocation	Budget remaining after 2012 Award	Total annual Award Allocation
Centennial C.C.	503-921-5414	28,173	4,125	24,048	16,500
Angus Glen C.C.	504-921-5414	93,912	2,750	91,162	11,000
Milliken Mills C.C.	502-921-5414	35,109	3,500	31,609	14,000
Morgan Pool	503-912-5414	(16,472)	500	(16,972)	2,000
Thornhill C.C.	501-921-5414	(33,297)	2,000	(35,297)	8,000
Rouge River C.C.	503-972-5414	(1,908)	750	(2,658)	3,000
Cornell C.C.	505-921-5414	10,000	5,000	5,000	20,000
Total		115,518	18,625	96,893	74,500

Note: 2013 Operating Budget will reallocate budget to address those accounts with insufficient budget amounts.

Accounts used are for maintenance and repair that include other contracted services beyond B&S Pool Services.



STAFF AWARD REPORT

To:	Dennis Flaherty, Director, Communications & Community Relations
Re:	316-Q-12 Printing and Delivery of the 2013 Spring Issue of Markham Life Magazine
Date:	December 14, 2012
Prepared by:	Emma Girard, Senior Coordinator, Production & Advertising, ext. 2500 Michelle Zhu, Senior Buyer / Analyst, ext. 2025

PURPOSE

To obtain approval to award the contract for "Printing and Delivery of the 2013 Spring Issue of Markham Life Magazine".

RECOMMENDATION

Recommended Supplier (s)	St. Joseph Print (Lowest Priced Supplier)	
Current Budget Available	\$ 293,648.00	795-796-5874
Less cost of award	\$ 60,946.00	Inclusive of HST
Budget Remaining after this award	\$ 232,702.00	*

*The remaining balance will be applied to the Summer, Fall and Winter Markham Life Magazines and the distribution of all four seasons to residents.

In comparison with our printing cost for 2012, cost per copy has decreased by 2.4%.

BACKGROUND

City of Markham prints four (4) guides per year (Spring, Summer, Fall and Winter) and distributes each seasonal guide to over 79,500 residents as well as providing an additional 4,500 copies for pick up at various City facilities. The Magazine provides residents with information on all recreational, cultural and library programming offered by the City, as well as general information and latest City related news items.

BID INFORMATION

Advertised	Invitational
Bids closed on	December 7, 2012
Number picking up bid documents	5
Number responding to bid	2

PRICE SUMMARY (Inclusive of HST)

Suppliers	Description	Bid Price (Excl. of HST)	Total Bid (Incl. of HST impact)
St. Joseph Print	84,000 copies of 2013 Spring Issue Markham Life Magazine with 160 pages plus 4 page cover size 7.75" x 10.75"	\$59,892.00	\$60,946.10
CanMark Communications		\$59,975.00	\$61,030.56



STAFF AWARD REPORT

Page 1 of 2

To:	Andy Taylor, Chief Administrative Officer
Re:	211-T-12 New Union Park Construction
Date:	November 15, 2012
Prepared by:	Linda Irvine, Manager, Parks & Open Space Development, Ext. 2120 Tony Casale, Senior Construction Buyer, Ext. 3190

PURPOSE

To obtain approval to award the contract for the construction of New Union Park.

RECOMMENDATION

Recommended Supplier	Laven Associates Limited (Lowest Priced Supplier)	
Current Budget available	\$ 482,900.00	083 5350 12032 005 Grand Cornell Park, New
Less cost of award	\$ 382,974.89	Inclusive of provisional items & HST *
	\$ 38,297.48	Contingency @ 10%
	\$ 421,272.37	Total
	\$ 37,914.51	Internal Management Fee @ 9%
	\$ 459,186.87	Total Cost of Award (Inclusive of provisional items & HST)
Budget Remaining after this award	\$ 23,713.12	**

*The provisional items include small and large brick masonry piers and a metal pergola.

**The remaining balance will be returned to the original funding source.

BACKGROUND

New Union Park is located in Grand Cornell at St. Arthur's Court and New Union Court. The park will consist of the following:

- Playground equipment
- Sand safety surface
- Custom pavilion structure
- Concrete paving
- Trellis
 - Grading
 - Planting of trees, shrubs & ground cover
 - Sodding

BID INFORMATION

Advertised	ETN
Bid closed on	October 3, 2012
Number picking up document	21
Number responding to bid	9

PRICE SUMMARY

Suppliers	Bid Price (Incl. of HST)
Laven Associates Limited	\$382,974.89
Hawkins Contracting Services Limited	\$412,080.17
Mopal Construction Ltd.	\$418,634.53
Rutherford Contracting Ltd.	\$444,044.74
1748318 Ontario Inc. o/a Advanced Landscapes	\$444,878.98
Melfer Construction Inc.	\$458,096.04
Marnix Infrastructure Inc.	\$530,960.74
MTM Landscaping Contractors Inc.	\$551,640.96
Royalcrest Paving & Contracting Ltd.	\$672,339.51

BUSINESS UNITS CONSULTED AND AFFECTED

Operations staff have reviewed and approved the construction design drawings and tender specifications for the New Union Park. Asset Management and Finance have also reviewed and approved this award.

**STAFF AWARD REPORT**

Page 1 of 2

To:	Alan Brown, Director, Engineering
Re:	262-Q-12 Service Connections at 7 individual locations
Date:	October 31, 2012
Prepared by:	Eugene Chen, Capital Works Engineer. Ext: 2451 Robert Slater, Senior Construction Buyer. Ext. 3189

PURPOSE

To obtain approval to award contracts for service connections at 7 individual locations as set out herein.

RECOMMENDATION

Recommended Supplier	F.D.M. Contracting Co. Ltd. (Lowest Priced Bidder) NSJ Water Worx Group Ltd (Lowest priced Bidder)	
Current Budget Available	\$ 74,077.00	083-5350-8331-005 Service Connections
Less: Cost of Award	\$ 22,500.00 \$ 36,000.00 \$ 58,500.00	F.D.M.Contracting NSJ Water Worx Group Total Project Cost
Budget Remaining after this award	\$ 15,577.00	*

* The remaining balance will be used for upcoming service connections.

NOTE

The total cost of this project is within the approved budget and any remaining funds will be used to fund other service locations.

For service connections the full amount is fully recoverable from the homeowner that requested the work and no work is commenced until the fee has been paid in full and received by the City (Issuance of the purchase order is contingent upon receipt of funds from the homeowner).

BACKGROUND

Upon receipt of an application from a property owner for the installation of either a water, storm and/or sanitary service connection to service residential infill lot, the Engineering Department prepares a tender and obtains quotation for the work. The successful tender amount is then provided to the property owner for their approval and subsequent payment including 16% engineering fees, 20% contingency fees and taxes. Upon receipt of payment in full, the Tender for the works is then awarded and the works completed. Any unused proportion of the contingency allowance is returned to the property owner.

BID INFORMATION (221-Q-12)

Advertised	By Invitation
Bids closed on	August 22, 2012
Number of Bidders that picked up bid documents	8
Number of Bidders responding to bid	2

BID EVALUATION:

The bids have been verified for accuracy and compliance with the Request for Tender terms and conditions. Purchasing has reviewed the references of the recommended proponents and is satisfied with the references provided. Each of the two Bidders priced all eight locations. In accordance with the terms of the RFQ each of the eight projects are to be awarded individually based on lowest price.

PRICE SUMMARY

Supplier	F.D.M.	NSJ
Location	Bid Price (Incl. of HST)	Bid Price (Incl. of HST)
5 Abercorn Road	\$ 5,200.00	\$ 3,400.00
30 Steele Valley Road	\$20,850.00	\$ 33,500.00
35 Hawkridge Avenue	\$ 9,211.00	\$ 7,000.00
43 Woodward Avenue	\$ 5,200.00	\$ 3,000.00
56 Albert Street	\$10,700.00	\$ 8,400.00
102 Woodward Avenue	\$ 1,700.00	\$ 2,200.00
179 John Street	\$ 16,750.00	\$ 14,200.00
Bid Total	\$ 69,611.00	\$ 71,700.00
Award Total (Incl. of HST)	\$ 22,550.00	\$ 36,000.00

Based on the foregoing it is recommended that a contract be awarded to F.D.M. in the amount of \$22,550.00 for the two specified locations and, that a contract be awarded to NSJ Water Worx in the amount of \$36,000.00 for the five locations identified.



STAFF AWARD REPORT

Page 1 of 2

To:	Andy Taylor, Chief Administrative Officer
Re:	209-R-12 The Design & Construction Administration Services for the Restoration of Erosion Sites along Pomona Mills Creek
Date:	October 26, 2012
Prepared by:	Nehal Azmy, Senior Capital Works Engineer, Engineering Ext. 2197 Robert Slater, Senior Construction Buyer, Purchasing Ext. 3189

RECOMMENDATION

Recommended Supplier	Cole Engineering (Highest Ranked/Lowest Priced Supplier)	
Current Budget Available	\$ 346,417.00	700-101-5699-8294
Less cost of award	\$ 84,816.96	Detail Design and CA Services (Inclusive of HST)
	\$ 12,722.54	Contingency @ 15%
	\$ 97,539.50	Total Award (Inclusive of HST)
	\$ 8,778.56	Engineering Dept Project Management Fees (9.0%)
	\$ 106,318.06	Total Project Cost award
Budget remaining after this award	\$ \$240,098.94	*

* The balance will be applied to the remainder of the design, for the design and construction of Pomona Mills creek sites erosion restoration as budgeted in account # 700-101-5699-8294.

PURPOSE

To obtain approval to award the contract for Design and Construction Administration Services for the balance of erosion restoration along the Pomona Mills Creek, between Kirk Drive and the north limit of Toronto Ladies Golf Club.

BACKGROUND

A study for Markham Watercourse Erosion Restoration Implementation Plan was undertaken along with the Municipal Class Environmental Assessment process to establish existing and potential future erosion conditions in the City's watercourses and to identify potential restoration strategies. The study has prioritized a list of sites with specific erosion problems deemed to require remedial work in the near future. In addition the Pomona Mills Creek Class EA Study was completed in 2010, the study recommended restoration works along the Pomona Mills Creek.

Pomona Creek is showing many signs of degradation. There are 13 in-line metal weir structures throughout the creek preventing fish movement and disturbing the natural processes of the watercourse which is inconsistent with the Toronto Region Conservation Authority's (TRCA's) stream rehabilitation and protection policies. These weir structures were placed during 1960s as an erosion control measure to reduce the creek's slope. Most of these weir structures are deteriorating and on the verge of collapse. In addition, there are also a number of erosion and bank failure sections in the creek which are threatening the integrity of existing pedestrian trails, municipal infrastructures and bridge/culvert crossings.

Currently the City is undertaking the construction of the Pomona Mills Creek erosion restoration near Thorny Brae Drive, the work includes construction of a new pedestrian bridge to replace the existing culvert crossing, removal of two weirs as well as erosion control and restoration works.

This report is for the detail design and construction administration services for the balance of the erosion restoration along the Pomona Mills Creek, between Kirk Drive and the north limit of Toronto Ladies Golf Club. This reach of the creek shows severe bank erosion and unstable slope which is threatening the stability of adjacent pathway and posing a risk of the trees collapsing. The works consist of removal of seven (7) existing weirs, erosion control and slope stabilization.

BID INFORMATION

Advertised	Electronic Tendering Network
Bids closed on	October 19 th , 2012
Number that picked up bid documents	9
Number responding to proposal	7

PROPOSAL EVALUATION

The evaluation team was comprised of staff from the Engineering Department with Purchasing staff acting as the facilitator. The evaluation was based on pre-established evaluation criteria as listed in the Request for Proposal. 20% Qualification and Experience, 20% Understanding of the Project, 30% Project Management and Delivery and 30% Price totaling 100%.

Bidders	Total Score	Rank
Cole Engineering	83	1
Harrington McAvan Ltd.	76	2
Accom Canada	74	3
Dillon Consulting Ltd.	71	4
GHD (Sernas Group)	67	5
Genivar	62	6
Aquafor Beech	60	7

Note: Prices ranged from \$83,350.00 to \$197,030.18 (exclusive of HST).

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 supplier and is satisfied with these recommendations.

**STAFF AWARD REPORT**

Page 1 of 2

To:	Andy Taylor, Chief Administrative Officer
Re:	265-R-12 - Design, Consulting and Contract Administration Services for the sediment removal of two SWM (Storm Water Management) Ponds
Date:	December 6, 2012
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 Design, Consulting and Contract Administration Services for the sediment removal of two (2) SWM (Storm Water Management) ponds

RECOMMENDATION

Recommended Supplier	AECOM Canada Ltd. (Highest ranked 2nd lowest priced supplier)	
Current Budget Available	\$ 59,192.00	056-6150-8358-005 (Storm Water management)
	\$ 66,117.00	056-6150-8445-005 (Storm Water Management)
	\$ 125,309.00	Total
Less Cost of Award	\$ 51,653.38	Cost of Award for Design (Inclusive of HST)
	\$ 49,272.19	Cost of Award for CA (Inclusive of HST)
	\$ 13,120.32	Contingency for Design & CA – 13 %
	\$ 114,045.89	Total cost of award (Inclusive of HST)
	\$ 10,264.13	Engineering Dept Project Management Fee (9%)
	\$ 124,310.02	Total Project Cost
Budget Remaining after this award	\$ 0.00	056-6150-8358-005 (Storm Water Management)
	\$ 998.98	056-6150-8445-005 (Storm Water Management)

The remaining balance in the amount of \$ 998.98 will be returned to the original funding source.

Note: The PO for Construction Administration will not be issued until satisfactory completion of the design services.

BACKGROUND

The City of Markham requested proposals from Consultants to provide design, consulting, contract administration and inspection services for two (2) SWM (Storm Water Management) ponds (ID #40 and #56).

SWM Pond ID #40 is located on the south side of Carlton Street, east of Kennedy Rd. SWM Pond ID #56 is located east of Markham Rd and north of Hwy 407. Ponds ID #40 and # 56 have sediment accumulation at 85% and 90% respectively of the pond volumes. Therefore they had been identified as requiring sediment removal work in the immediate future (2013). The sediment removal will restore the ponds' ability to store optimum storm water quantity and quality controls as they were originally designed for.

BID INFORMATION

Advertised	ETN
Bids closed on	November 28, 2012
Number of suppliers picking up bid documents	15
Number of suppliers responding to bid	11

PROPOSAL EVALUATION

The Evaluation Team was comprised of staff from the Engineering Department with purchasing staff acting as the facilitator. The proposals were evaluated based on pre-established evaluation criteria as listed in the Request for Quotation: 20% past experience of the consulting firm; 20% qualifications and experience of the lead consultant and project team; 30% project delivery and 30% price, totaling 100%.

Suppliers	Score (out of 100)	Rank Results
AECOM Canada Ltd.	70.67	1
Valdor Engineering Inc.	65.00	2
Stantec Consulting Ltd.	60.97	3
Cole Engineering	59.64	4
Genivar Inc.	57.00	5
SCS Consulting	53.37	6
AMEC	52.00	7
Dillon Consulting	51.00	8
Sernas (GHD) Group	48.00	9
Schaeffers Consulting	44.00	10
IBI Group	38.00	11

Note: Prices received from the suppliers ranged from \$68,293.17 to \$264,902.57 respectively (inclusive of HST).

Based on the costs of recently completed similar projects, Engineering Department staff has estimated the design and contract administration cost to be between \$ 100,000.00 to \$ 120,000.00.

AECOM Canada Ltd. has been working with other municipalities in SWM retrofit studies of similar size, and demonstrated in their proposal the required steps and deliverables of carrying out this study through the full Class EA process with the necessary in-house resources. AECOM identified a project manager and project team who has good qualifications, experience while identifying a sound methodology and approach to meet our project objectives.

Due to the price variance between the recommended supplier (highest ranked and 2nd lowest priced supplier) to that of the low supplier the following provides rationale to the recommendation

AECOM Canada Ltd. (Recommended Supplier)	Low supplier (Valdor Engineering Inc.)
<ul style="list-style-type: none"> - Demonstrated a clear understanding for the project objectives, scope, method and final deliverables. Report is thorough and detailed. - Reasonable number of hours for Design. Differentiated between the two ponds and included pond specific issues that would affect the design prices for the two ponds. - Visited the subject two pond sites and attached pictures to the package. More thorough in discussing issues that were obviously identified only by such visits. - Thoroughly thought of ways to avoid missing of key external stakeholders. - Has extensive experience in SWM pond studies and sediment removals for various municipalities. 	<ul style="list-style-type: none"> - Proposal and understanding of the project were not thorough and detailed. - In estimating the number of hours for the Design, the evaluation team thought they had underestimated the time required to undertake the project. Situation like this would most likely result in the Consultant's claiming for extras. They did not differentiate between the two ponds and did not take into account the pond specific issues that would affect the design prices. The submitted bid prices for Design are exactly the same for the two ponds. - Did not show any evidence of having visited the two (2) pond sites. No discussions on site specific issues other than the general pond issues. - Did not identify all external stakeholders. - Has limited experience in SWM pond sediment removals as per submission.