

## **COMMITTEE OF THE WHOLE MAY 14, 2007**

### **TENDER AWARD – T07-001 SUPPLY OF STREET SIGNS**

#### **Recommendation**

The Commissioner of Engineering & Public Works, in consultation with the Purchasing Services Department, recommends;

1. That Tender T07-001, Supply of Street Signs be awarded to Gryphon Signworks Inc. of Newcastle, Ontario; and
2. That the Mayor and Clerk be authorized to sign the necessary documents.

#### **Economic Impact**

Sufficient funds to cover the cost of the Supply of Street Signs are budgeted for in the draft 2007 Operating Budget. The estimated value of the supply of street signs contract is \$46,968.94 per annum, with an estimated total value of \$187,875.76 over the four year life of this contract (2 years + 2 one year optional extensions).

#### **Communications Plan**

Tender T07-001 was advertised on Thursday March 29, 2007 in the Vaughan Citizen (City page), on OPBA and on the Electronic Tendering Network (ETN), and closed on Monday April 16, 2007.

#### **Purpose**

The purpose of this report is to award contract T07-001 for the Supply of Street Signs.

#### **Background - Analysis and Options**

Various street signs including but not limited to, regulatory, information, warning, caution, schools, safety, parking and traffic signs are installed on a daily basis by the City of Vaughan sign crew staff in the Public Works Department. Signs and hardware are installed or replaced when they are damaged, degraded, missing or it has been determined that a new need exists. Rural numbered signs, part of this contract, are ordered through the Public Works counter at the resident's expense and installed by them.

All street signs shall be in accordance with the Manual of Uniform Traffic Control Devices – Ministry of Transportation, Ontario. All street name and numbered signs shall conform to City of Vaughan Standards.

As is previously noted, Tender T07-001 was advertised on Thursday March 29, 2007 in the Vaughan Citizen (City page), on OPBA and on the Electronic Tendering Network (ETN), and closed on Monday April 16, 2007. A total of 8 documents were picked up from the Purchasing Department, with a total of 4 bids submitted.

Signs and/or hardware are normally ordered by phone and delivered, but at times, depending on the urgency of the request, the sign must be picked-up at the manufacturing plant. Hence, bidders were asked to provide unit prices for the supply and delivery of street signs as well as the supply only of street signs. Gryphon Signworks Inc. was lowest in both pricing categories.

The following are the results of the tender opening:

<b>T07-001 Supply of Street Signs</b>			
<b>Item</b>	<b>Contractor</b>	<b>Total Before G.S.T</b>	<b>Total Including G.S.T.</b>
1	Gryphon Signworks Inc. Newcastle, Ontario	\$41,200.82	\$46,968.94
2	Scugog Signs Pontypool, Ontario	\$43,526.65	\$49,620.38
3	Owl-Lite Rentals Etobicoke, Ontario	\$43,848.15	*\$49,986.89
4	Instant Custom Signs Concord, Ontario	\$73,106.0	*\$83,340.84

Purchasing Services staff has checked the bids for mathematical errors, and as noted by the asterisks, the corrected totals for Owl-Lite Rentals is \$49,986.89 and Instant Custom Signs is \$83,340.84.

Gryphon Signworks Inc. references were checked by staff and obtained satisfactory comments from City of Barrie, County of Simcoe and County of Oxford. Therefore, it is appropriate to award this contract to Gryphon Signworks Inc.

#### **Relationship to Vaughan Vision 2007**

This report is consistent with the priorities previously set by Council. Although the funds have been included in the draft 2007 Operating Budget, the necessary resources have not been formally allocated and approved.

#### **Regional Implications**

The City's contract does not impact the Region's operations, as they maintain their own street signs.

#### **Conclusion**

Based on the prices submitted, it is recommended that the contract for T07-001 Supply of Street Signs be awarded to the lowest bidder Gryphon Signworks Inc. of Newcastle, Ontario at an estimated contract value of \$187,875.76 for the potential 4 year period.

#### **Attachments**

N/A

#### **Report prepared by:**

Tina Di Biase  
Technical Co-ordinator

Respectfully submitted,

Bill Robinson, P. Eng.  
Commissioner of Engineering and Public Works

Brian T. Anthony, CRS-S, C. Tech  
Director of Public Works