

## **COMMITTEE OF THE WHOLE – APRIL 24 2012**

### **CONTRACT AWARD – T12-002** **PRINT PRODUCTION OF THE RECREATION GUIDE**

#### **Recommendation**

The Commissioner of Community Services, in consultation with the Directors of Recreation and Culture and Purchasing Services, recommends:

1. That Contract T12-002, Print Production of the Recreation Guide be awarded to McLean Press Graphics, in the amount of \$149,709.18;
2. That the Mayor and City Clerk be authorized to sign all documentation necessary to complete the contract.

#### **Contribution to Sustainability**

This report is consistent with the priorities previously set by Council in the Green Directions Vaughan, Community Sustainability Environmental Master Plan, Goal 4, Objective 4.1:

- To foster a city with strong social cohesion, an engaging arts scene, and a clear sense of its culture and heritage.

#### **Economic Impact**

Funds to undertake the required printing included in T12-002 are included in the annual Recreation and Culture base operating budget. The print production of the recreation guides is a continuation of the current guide publication service. The implementation of T12-002 will cost \$149,776.98 (including HST) in the initial first year of the contract and the remaining two (2) option years at the same base cost with allowances for price adjustments in accordance with the annual rate of change in Consumer Price Index (CPI).

#### **Communications Plan**

The City of Vaughan advertised and issued T12-002, Print Production of Fall & Winter 2012/2013, Spring & Summer 2013, Fall & Winter 2013/2014, Spring & Summer 2014, Fall & Winter 2014/2015 and Spring & Summer 2015 Recreation Guides, on Biddingo, OPBA website, City Web page and by invitation on February 8, 2012 with a closing date of March 1, 2012. The successful proponent will be advised of Council's decision.

#### **Purpose**

The purpose of this report is to obtain Council's authorization to enter into a one (1) year contract effective June 2012 with an option to renew for two (2) additional one (1) year terms with McLaren Press Graphics for the print production of Recreation Guides.

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

The City of Vaughan advertised T12-002, Print Production of Fall & Winter 2012/2013, Spring & Summer 2013, Fall & Winter 2013/2014, Spring & Summer 2014, Fall & Winter 2014/2015 and Spring & Summer 2015 Recreation Guides, on Biddingo, OPBA website, City Web on February 8, 2012 with a closing date of March 1, 2012. The bidders were required to bid in whole on a one-year fixed term consisting of the Fall/Winter and Spring/Summer seasons.

Twice a year, recreation guides are distributed to 78,000 households, via home delivery, and made available at community centres, libraries and City Hall. Approximately 93,000 recreation guides are printed in each production run.

Ten (10) bidders picked up the tender documents and six (6) compliant bids were received from:

<b>Bidder</b>	<b>Bid (incl. HST)</b>
1. McLaren Press Graphics LTD	\$149,709.18
2. Metroland Media	\$169,034.38
3. Sun Printing	\$179,670.00
4. Transcontinental Printing	\$195,110.93
5. Kwill Designs Inc	\$218,888.92
6. St. Joseph Communications	\$221,260.78

The lowest bid was received from McLaren Press Graphics LTD.

The process used to print the recreation guide consists of a large-run web offset process similar to that which is used to print newspapers. The print production of the recreation guides is a continuation of the current guide publication service. In the event that there are changes to the programs, services and events offered in Vaughan, the City reserves the right to adjust the quantities required.

The Active Together Master Plan identifies communications and social marketing as a key objective in promoting active lifestyles. The recreation guide will continue to provide, reinforce, and cultivate awareness about the Recreation and Culture programs, services and events available through the City of Vaughan.

### **Relationship to Vaughan Vision 2020/Strategic Plan**

In consideration of the strategic priorities related to Vaughan Vision 2020, this report will provide:

- STRATEGIC GOAL:  
Service Excellence – Providing service excellence to Citizens
- STRATEGIC OBJECTIVE:  
Enhance Productivity, Cost Effectiveness & Innovation

This report is consistent with the priorities previously set by Council and the necessary resources have been allocated and approved.

### **Regional Implications**

None.

### **Conclusion**

Awarding tender T12-002, Print Production of Fall & Winter 2012/2013, Spring & Summer 2013, Fall & Winter 2013/2014, Spring & Summer 2014, Fall & Winter 2014/2015 and Spring & Summer 2015 Recreation Guides for a one (1) year term effective June 2012, with an option to renew for two (2) additional one (1) year terms, with McLaren Press Graphics for the print production of recreation guides will continue to provide, reinforce, and cultivate awareness about the Recreation and Culture programs, services and events available through the City of Vaughan.

**Attachments**

None.

**Report Prepared By**

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Respectfully submitted,

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Commissioner of Community Services