

COMMITTEE OF THE WHOLE - JANUARY 19, 2004

**COUNCIL'S 2003 ELECTION PERIOD  
HIATUS REPORT**

Recommendation

That the City Manager recommends:

That the following report, under the Authority of the City of Vaughan By-law 332-98 (Hiatus By-law), be received.

Background

By-law 332-98 is a by-law to allow for the authorization of certain administrative matters during a hiatus period of Council.

The purpose of this staff report is to advise members of Council of those more material matters attended to by staff (City Manager) during Council's 2003 Campaign period. They are as follows:

- T03-196  
Approval – October 27, 2003  
Supply of Granular Material  
Approximate Estimated Value of \$204,634.50  
Dufferin Aggregates
2. T03-171  
Approval – October 27, 2003  
Water Meter Installation  
\$201,544.29  
Canadian Water Services
3. T03-135  
Approval November 4, 2003  
Thoreau MacDonald Property Heritage Landscape Implementation  
\$236,610.90  
Pine Valley Enterprises Inc.
4. Q02-058  
Approval – November 13, 2003  
Architectural Design Services  
Chancellor Community Centre  
\$317,000.00  
Intra Architects Inc.
5. T03-256  
Approval – November 26, 2003  
East Salt Dome Site Preparation  
\$249,983.03  
Magine Contractors Inc.

6. T03-254  
Approval – November 28, 2003  
Mast Road Park – Park Development  
\$551,100.00  
Pine Valley Enterprises Inc.
7. T03-188  
Approval – December 2, 2003  
Supply & Installation of Library Furniture for the Second Resource Library  
\$444,292.76  
SCI Interiors
8. T03-189  
Approval – December 2, 2003  
Supply & Installation of Library Shelving for the Second Resource Library  
\$107,486.78  
Carr McLean

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

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

#### **Conclusion**

This report, which outlines those Tenders that were authorized under By-law 332-98, is provided to Council for their information.

#### **Attachments**

1. Staff Report – T03-196
2. Staff Report – T03-171
3. Staff Report – T03-135
4. Staff Report – Q02-058
5. Staff Report – T03-256
6. Staff Report – T03-254
7. Staff Report – T03-188
8. Staff Report – T03-189

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

Karen Campbell, EA to City Manager

Respectfully submitted,

Michael DeAngelis  
City Manager

October 23, 2003

Michael DeAngelis  
CITY MANAGER

RE: TENDER AWARD – T03-196 SUPPLY OF GRANULAR MATERIAL

Recommendation

The Commissioner of Engineering & Public Works, in consultation with the Director of Public Works, the Director of Purchasing Services, recommend:

- That Tender T03-196 for the supply of granular materials be awarded to Dufferin Aggregates; and
- The Mayor and Clerk be authorized to sign the necessary documents.

Purpose

To award tender T03-196 for the supply of granular materials to Dufferin Aggregates, located centrally on Keele Street in Vaughan.

Background - Analysis and Options

The Public Works Department uses various types of granular materials for road restoration, sewer, waterworks and general maintenance purposes. Granular materials are picked up as needed, during operations. Earlier this year, York Public Buyers put out a co-operative tender for the supply & delivery of granular materials. Public Works considered the bids but after making inquiries with the respective bidders, realized that the pits were located at unreasonable distances for staff to pick up materials. Staff opted to prepare its own bid document whereby the various bids would be evaluated according to pit distances as well as the cost of materials.

Tender T03-196 Supply Granular Materials is a one (1) year contract with the possibility of two (2) one year extensions with prices remaining firm for the extended contract periods. The document was prepared to permit the City to award the contract to more than one bidder based on the lowest unit price for each type of material while taking into account the distance from the City.

The tender was advertised in the Daily Commercial News and on the Electronic Tendering Network (ETN), and closed on September 18, 2003. A total of six (6) documents were picked up from the Purchasing Department, with a total of five (5) bids submitted. One bid was non-compliant. Bids were analyzed using the distance factor and condensed into the attached Cost Analysis Table. Based on the quoted rates and pick up locations, Dufferin Aggregates emerges as the overall lowest bidder in all aggregate types except for sandfill material. As the City requires approximately only 10 tonnes of sandfill per year, the quantity is not sufficient to justify entering into a separate contract for its supply.

Collectively the operating budgets from the Roads, Water and Wastewater divisions are sufficient to cover the purchase of granular materials at the various unit prices from Dufferin Aggregates, at an approximate estimated value of \$204,634.50 annually. The contract includes provisions that allow the City to purchase more or less than the quantities bid. As such, staff will insure that the cost of the quantities used do not exceed the operating budget.

Conclusion

Based on the location of the suppliers in relation to the City as well as the unit prices submitted, it is recommended that the supply of granular materials for the City of Vaughan be awarded to Dufferin Aggregates.

Attachments

Report prepared by:

Odette McIntyre  
Technical Coordinator, Public Works

Respectfully submitted

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

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

October 23, 2003

TO Michael DeAngelis  
CITY MANAGER

RE: TENDER AWARD – T03-171 WATER METER INSTALLATION

Recommendation

The Commissioner of Engineering & Public Works, in consultation with the Director of Public Works and the Director of Purchasing Services, recommends:

- 1 That Tender T03-171 be awarded to Canadian Water Services at a contract value of \$201,544.29 including GST;
- 2 That the Mayor and Clerk be authorized to sign the necessary documents

Purpose

To award the Water Meter Installation contract

Background - Analysis and Options

Tender T03-171 is a tender for the installation of water meters in new residential housing units. This work is currently being performed by Neptune Technology Group, on a contract extension until October 31<sup>st</sup> 2003.

T03-171 is a three (3) year contract conditional on successful annual performance reviews. It is estimated that approximately 5,000 water meters will be installed per year over the life of the contract. This activity is fully funded by the developers, builders, and homeowners through the purchase of water meters for new houses. The sale price of water meters sold by the City covers the cost of the meter itself, and the installation costs.

The bid document stipulated that installers must conform to the Ontario Labour Relations Board (OLRB) regulations. The OLRB currently requires water meter installers to be "Certified Water Meter Installers" to install, remove, maintain and test water meters with inlets/outlets sizes up to and including 25 millimeters in diameter. Meters larger than 25mm must be installed by licensed plumbers. In order to ensure compliance with the Regulations, the two lowest bidders were invited to state how their staff training and competence fulfill these requirements. Canadian Water Services has replied to our request and demonstrated successfully their compliance with OLRB regulations.

The tender was advertised in the Daily Commercial News and on the Electronic Tendering Network (ETN), and closed on September 12, 2003. A total of seven (7) documents were picked up from the Purchasing Department, with a total of three (3) bids submitted.

The following are the results of the tender opening

BID RESULTS FOR T03-171 WATER METER INSTALLATION			
Bid Rating	Contractor	Total Before G.S.T.	Total Including G.S.T.
1.	Canadian Water Services	\$188,359.15	\$201,544.29
2.	Neptune Technology Group	-----	-----
3.	Vipe Construction Ltd.	\$271,540.00	\$290,547.80

Staff have checked the bids for mathematical errors, and have contacted references. Canadian Water Services has been in the water meter installation business for several years and have worked on projects of similar magnitude with other municipalities. Therefore, it is appropriate to award this contract to Canadian Water Services.

Conclusion

Based on prices submitted and the demonstrated compliance of the lowest bidder, it is recommended that Tender T03-171 for water meter installation be awarded to Canadian Water Services.

Attachments


N/A

Report prepared by:

Odette McIntyre  
Technical Coordinator, Public Works

Respectfully submitted,

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

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

**AWARD OF TENDER T03-135  
THOREAU MACDONALD PROPERTY HERITAGE LANDSCAPE IMPLEMENTATION**

Recommendation

The Commissioner of Community Services, in consultation the Director of Purchasing, and the Director of Reserves and Investments recommends:

- That T03-135, Thoreau MacDonald Property Heritage Landscape Implementation, be awarded to Pine Valley Enterprises Inc. for the amount of \$236,610.90 (excluding G.S.T.); and,
- 2 That a contingency allowance of 10% be approved, within which the Manager of Parks Development is authorized to approve amendments to the contract; and,
- 3 That a bylaw be enacted authorizing the Mayor and the City Clerk to sign the necessary documents.

Purpose

The purpose of this report is the award of tender T03-135, Thoreau MacDonald Property Heritage Landscape Implementation.

Background - Analysis

The project is for the heritage landscape implementation at the Thoreau MacDonald property. Project #5986-2-03, with a budget total of \$330,000.00 was approved in the 2003 capital budget and includes the following in accordance with the master landscape plan endorsed through the community consultation process: hard surfaced patio adjacent to house, timber frame barn ruins, heritage gardens, interlocking stone and granular walkways, pedestrian bridge replacement, ornamental gates and fencing, interpretive panels, site furnishings, and plant material.

Parks Development requests approval to add the following provisional items in accordance with the master landscape plan endorsed through the community consultation process: wood picket fencing and trellage feature and property safety lighting. The total cost of these provisional items is \$69,600.00 (excluding GST).

This tender was advertised in the Daily Commercial News and the Electronic Tender Network (ETN). Tenders were closed and publicly opened on Wednesday, October 22, 2003 at 3:00pm. Seven (7) bid documents were issued and two (2) bids were received. The bid results are as follows:

<u>Contractor</u>	<u>Base Bid Price</u> <u>(excluding GST)</u>	<u>Provisional</u> <u>Items</u> <u>(excluding GST)</u>	<u>Total Tendered</u> <u>Price</u> <u>(excluding GST)</u>
Pine Valley Enterprises Inc Concord, Ontario	\$167,010.90	\$69,600.00	\$236,610.90
Lima's Garden and Construction Woodbridge, Ontario	\$348,000.00	\$66,750.0	\$414,750.00

### Conclusion

Parks Development Staff and Landscape Architectural Consultants, Stantec Consulting, have reviewed the bid submissions and have determined that the lowest bid contractor, Pine Valley Enterprises Inc., meets the requirements of the contract. The low bid, plus the addition of provisional items is within the approved capital budget for project number #5986-2-03 in the total amount of \$236,610.90 (excluding GST).

Upon award of tender, this project will commence within seven (7) working days and will be completed in the Spring of 2004.

### Attachments

None

### Report prepared by:

Linda LaFlamme, Landscape Architect, Ext. 3210  
Paul Gardner, Manager of Parks Development, Ext. 3209

Respectfully submitted,

**Marlon Kallideen**  
Commissioner of Community Services



**CHANCELLOR DISTRICT PARK COMMUNITY CENTER  
ARCHITECTURAL SERVICES**

Recommendation

The Commissioner of Community Services, in consultation with the Director of Purchasing recommends:

- That the design of the addition and renovation for the Chancellor District Park Community Center to include a swimming pool be awarded to Intra Architects Inc. for the amount of \$317,000.00 (excluding G.S.T. and P.S.T.); and,
- 2 That a contingency allowance of 10% be approved, within which the Commissioner of Community Services is authorized to approve amendments to the contract; and,
- 3 That the City Manager authorizes the necessary documents pursuant to the Hiatus By-Law.

Purpose

The purpose of this report is to award the amended contract for the design of the addition and renovation for the Chancellor District Park Community Center.

Background - Analysis

This project is for the design of an addition for the Chancellor District Park Community Center. The addition and renovation consists of seating for existing bocce courts, a swimming pool, two senior rooms and storage, a mechanical room and change room facilities for the swimming pool.

Intra Architects Inc. was awarded the contract Q-02-058 to design the youth room and bocce bleachers/shed and senior rooms at Chancellor Community Center, approved in the 2001 capital budget project #7830-0-01. This project was put on hold pending a Public Meeting and input on further development for the Community Center. The public consultation process expressed the need for a swimming pool. A feasibility study was done to confirm the need for adding a swimming pool. The capital budget was amended in 2002, and a Ward 2 Council Sub-Committee agreed to amend the contract to include the design of a swimming pool.

Conclusion

City staff have reviewed the feasibility study and design and have determined that Intra Architects Inc. meets the requirements of the contract. This project is within the approved in the 2003 capital budget for project number #7977-0-03.

Attachments

None

Report prepared by:

Ted Lam, Project Engineer, Ext. 6148

Respectfully submitted,

**Marlon Kallideen**  
Commissioner of Community Services

Q:mkichancellorccexpansiondesign

November 21, 2003

TO: Michael DeAngelis  
CITY MANAGER

RE: TENDER AWARD – T03-256 EAST SALT DOME – SITE PREPARATION

Recommendation

The Commissioner of Engineering & Public Works, in consultation with the Director of Public Works and the Director of Purchasing, recommends:

1. That Tender T03-256 be awarded to Magine Contractors (1994) Inc. at a contract value of \$349,983.03 including GST;
2. That the Mayor and Clerk be authorized to sign the necessary documents.

Purpose

- to award the East Salt Dome – Site Preparation contract

Background - Analysis and Options

Capital Project 1488-0-02 Public Works Salt Domes was approved on October 15, 2001. The project included the construction of the West Vaughan Salt Dome on the existing Woodbridge Works Yard site and the creation on a new winter works yard and salt dome on lands adjacent to Vaughan Hydro's Greenwood Transformer Station on Dufferin Street. The first phase of this project was completed with the construction of the West Vaughan Salt Dome at the end of 2001. The second phase at the Dufferin Street site has taken considerably more planning due to the site soil conditions as assessed by Peto McCallum, the City's soils consultant. The soils report identified an excessive depth of topsoil for removal from the site required as part of the site preparation. As a result, Public Works requested an additional \$250,000 and contingency of \$25,000 for this work. On September 22, 2003 Council approved the additional funding.

Tender T03-256 is for the purpose of preparing and paving the site of the future East Vaughan Salt Dome. Staff prepared the tender document recognizing that winter is about to begin and that the successful bidder had only a few weeks to complete the work. The tender clearly stipulates that the work must be completed on or before December 17, 2003. On November 24, 2003 staff hosted a pre-award meeting with the lowest bidder Magine Contractors (1994) Inc. Magine confirmed that the bulk of the work can be completed before the ground freezes over enabling the Salt Dome Structure contractor to proceed with the construction of the dome, weather permitting.

The tender was advertised in the Daily Commercial News and on the Electronic Tendering Network (ETN), and closed on November 18, 2003. A total of twenty-three (23) documents were picked up from the Purchasing Department, with a total of twelve (12) bids submitted.

The following are the results of the tender opening:

BID RESULTS FOR T03-256 EAST SALT DOME – SITE PREPARATION			
Bid Rating	Contractor	Total Before G.S.T	Total Including G.S.T.
1	Magine Contractors (1994) Inc.	\$327,086.94	\$349,983.03
2	Moretti Excavating	\$328,224.50	\$351,200.22
3	Winstar Construction	\$397,996.75	\$425,856.52
4	Warren Bitulithic	\$410,704.60	\$439,453.00
5	Graham Bros	\$418,586.33	\$447,887.37
	Brennan Paving	\$421,150.01	\$450,630.51
7	Direct Underground	\$422,837.20	\$452,435.80
8	Kapp Contracting	\$428,737.80	\$458,749.45
9	Mopal Construction	\$459,300.00	\$491,451.00
10	Fermar Paving	\$485,832.50	\$519,840.77
11	Metric Contracting	\$522,802.90	\$559,399.10
12	Hollingsworth Construction	\$601,836.45	\$643,965.00

Staff have checked the bids for mathematical errors, and have contacted references. Magine Contractors Inc. has been in the excavating business for several years and has worked on several new subdivision projects in York Region as well as the Vaughan Landfill Cover project for the City of Vaughan. At \$349,983.03 including GST, the bid submitted by Magine Contractors Inc. is within the limits of the capital project budget. Therefore, it is appropriate to award this contract to Magine Contractors (1994) Inc.

#### Conclusion

Based on prices submitted and the proposed work schedule to complete the project, it is recommended that Tender T03-256 for the site preparation of the future East Vaughan Salt Dome be awarded to Magine Contractors (1994) Inc. to complete the works within the budget limits.

#### Attachments

N/A

#### Report prepared by:

Odette McIntyre  
Technical Coordinator, Public Works

Respectfully submitted

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

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

AWARD OF TENDER T03-254  
 MAST ROAD PARK – PARK DEVELOPMENT

Recommendation

The Commissioner of Community Services in consultation with the Manager of Parks recommends:

- That T03-254, Mast Road Park – Park Development, be awarded to Pine Valley Enterprises Inc. for the amount of \$551,100.00 (excluding G.S.T.); and,
- 2 That a contingency allowance of 10% be approved, within which the Commissioner of Community Services is authorized to approve amendments to the contract; and,
- 3 That the City Manager authorizes the necessary documents pursuant to the Hiatus By-Law.

Purpose

The purpose of this report is for the award of tender T03-254 Mast Road Park – Park Development.

Background - Analysis

This project is for the Mast Road Park – Park Development. Capital Project #5905-0-03, with a budget total of \$679,000.00 was approved in the 2003 capital budget and includes the following in accordance with the landscape plan endorsed through the community consultation process: senior and junior play structures, gazebo and associated seating areas, senior soccer pitch, tennis court, bocce courts (2), interlocking stone and granular walkways, ornamental fencing, site furnishings, and plant material.

This tender was advertised in the Daily Commercial News and the Electronic Tender Network (ETN). Tenders were closed and publicly opened on Friday, November 21, 2003 at 3:00:00pm. Thirteen (13) bid documents were issued and nine (9) bids were received. The bid results are as follows:

<u>Contractor</u>	<u>Total Tendered Price (excluding GST)</u>
Pine Valley Enterprises Inc Concord, Ontario	\$551,100.00
Gateman Milloy Kitchener, Ontario	\$568,615.09
Rutherford Contracting Concord, Ontario	\$575,750.00
Serve Contracting Limited Toronto, Ontario	\$598,672.00
Lima's Garden and Construction Inc Woodbridge, Ontario	\$599,000.00

Mopal Construction Limited Gormley, Ontario	\$599,470.90
Dol Turf Restoration Limited Bond Head, Ontario	\$659,949.77
Core Capital Construction Inc Maple, Ontario	\$786,205.00
Alsi Contracting Limited Maple, Ontario	\$870,400.59

#### Conclusion

Parks Development Staff have reviewed the bid submissions and have determined that the lowest bid contractor, Pine Valley Enterprises Inc., meets the requirements of the contract. The low bid is within the approved capital budget for project number #5905-0-03 in the total amount of \$551,100.00 (excluding GST).

Upon award of tender, this project will commence immediately and will be completed in the Summer of 2004, weather permitting.

#### Attachments

None

#### Report prepared by:

Jeffery Childs, Landscape Architect, Ext. 3203  
Paul Gardner, Manager of Parks Development, Ext. 3209

Respectfully submitted,

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**Marion Kallideen**  
Commissioner of Community Services

IN-CAMERA BOARD MEETING – NOVEMBER 20, 2003

**SECOND RESOURCE LIBRARY – FURNITURE TENDER**

**RECOMMENDATION:**

THAT the Chief Executive Officer, in consultation with the Director of Purchasing recommends,

THAT Tender T03-188 for the Supply & Installation of Library Furniture be awarded to SCl Interiors in the amount of \$444,292.76, which is within the Board's Capital Budget.

**BACKGROUND**

As reported at the Board meeting of October 23, 2003, the furniture tender for the Second Resource Library was issued in October and closed on Thursday, November 6, 2003. Evaluations were based on the criteria set out in the Tender (T03-188).

The evaluation criteria for determining the most qualified bidder is as follows

The history of the firm and of the senior management and staff assigned to the project, the firm's reputation in the marketplace, financial stability, capacity to provide the services proposed and capacity for future growth;

Quality of products and services proposed, availability of continued supply of components and replacement parts, marketplace position of manufacturers represented;

Prior experience in supply, installation and ongoing maintenance support for projects of similar scope in the Public Sector (Library experience preferred);

Quality and completeness of Bid, innovative solutions, purchase pricing options/solutions, service and support options, cost of component upgrades and replacements. Possibility of future enhancements to the System.

**RECOMMENDATION**

SCI Interiors provided a complete, concise and competitive bid, and the bid was the overall lowest qualified bid. References were provided and the Evaluation Committee is satisfied that SCI Interiors is capable of successfully implementing the project and therefore should be awarded the contract.



## IN-CAMERA BOARD MEETING – NOVEMBER 20, 2003

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**SECOND RESOURCE LIBRARY SHELVING TENDER**

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**RECOMMENDATION:**

THAT the Chief Executive Officer, in consultation with the Director of Purchasing, recommends,

THAT Tender T03-189 for the Supply & Installation of Library Shelving be awarded to Carr McLean in the amount of \$107,486.78, which is within the Board's Capital Budget.

**BACKGROUND**

As reported at the Board meeting of October 23, 2003, the tender for the supply and installation of shelving was issued in October and closed on Tuesday, November 4, 2003.

The evaluation criteria for determining the most qualified bidder is as follows:

The history of the firm and of the senior management and staff assigned to the project, the firm's reputation in the marketplace, financial stability, capacity to provide the services proposed and capacity for future growth;

Quality of products and services proposed, availability of continued supply of components and replacement parts, marketplace position of manufacturers represented;

Prior experience in supply, installation and ongoing maintenance support for projects of similar scope in the Public Sector (Library experience preferred);

Quality and completeness of Bid, innovative solutions, purchase pricing options/solutions, service and support options, cost of component upgrades and replacements. Possibility of future enhancements to the System.

RECOMMENDATION

Carr McLean provided a complete, concise and competitive bid. Their bid was the overall lowest qualified bid submitted. References were provided and the Evaluation Committee is satisfied that Carr McLean is capable of successfully implementing the project and therefore should be awarded the contract.