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TENDER AWARDS REPORT
OCTOBER 1, 2011 – DECEMBER 31, 2011

The Finance and Administration Committee recommends the adoption of the recommendation contained in the following report dated February 1, 2012, from the Commissioner of Finance.

1. RECOMMENDATION

It is recommended that this report be received for information.

2. PURPOSE

The purpose of this report is to advise Council of all tenders awarded by the Chief Administrative Officer from October 1, 2011 to December 31, 2011.

3. BACKGROUND

On November 19, 2009, Council amended the purchasing bylaw and delegated staff authority to award contracts meeting specific criteria in an efficient and timely manner.

Section 7.6 to 7.13 of the Purchasing Bylaw requires purchases of goods and services exceeding $100,000 to be procured through a request for proposal or tender. The bylaw's provisions are:

- The Director of Supplies and Services, in consultation with the Department Head, prepares the specifications for tenders and proposals.
- The call for tenders and proposals documentation shall be circulated and advertised in as wide and extensive a manner as will ensure the most competitive responses.
- The Regional Clerk receives tender and proposal submissions until the deadline specified in the tender/proposal documents.
- Every tender and proposal received within the time specified in the tender or proposal documents will be opened in public by a Tender/Proposal Opening Committee and a written record of all bids received is made.
- The Director of Supplies and Services and the departmental representatives evaluate all tenders and proposals received over $100,000.00 and make a recommendation on the award to the Chief Administrative Officer.

The Chief Administrative Officer has the authority to award capital works projects provided that:

- The award was made to the lowest bidder
- Total cost did not exceed the amount in the annual budget
- No challenges to the tender processes were made
- There was no irregularity or informality that was not resolved by the Bid Review Committee.

The Chief Administrative Officer and the Regional Chair also have the authority to approve additional work over $100,000 that needs immediate approval to prevent the delay of work in progress that could result in incurring additional unnecessary costs. Approval for additional work is facilitated through a Fast Track approval process identified in the attached tables.

The Purchasing Bylaw also provides that awards may be made for emergency purchases and reported subsequent to authorization of the work.

Contracts awarded due to single bid responses to calls for bids are reviewed by staff to determine that costs are consistent with staff assessment of the scope of work and budgeting provisions.

4. ANALYSIS AND OPTIONS

Tenders issued in the fourth quarter equal $25,409,677.28

The total value of the thirty-nine proposals or tenders issued in this quarter is $25,409,677.28:

- 5 for Transportation Services, Roads in the amount of $1,958,031.40
- 6 for Transportation Services, Transit in the amount of $8,973,756.38
- 1 for Transportation Services, Planning in the amount of $118,002.17
- 6 for Environmental Services, Water and Wastewater in the amount of $11,547,481.10
- 10 for Corporate Services in the amount of $1,047,129.15
- 5 for Community and Health Services in the amount of $419,894.16
- 6 for Finance in the amount of $1,345,382.92

Attachment 1 provides a list of projects that were awarded by the Chief Administrative Officer from October 1, 2011 to December 31, 2011.

Link to Key Council-approved Plans

This report is consistent with the 2011 to 2015 Strategic Plan's objective of practicing sound fiscal management.

5. FINANCIAL IMPLICATIONS

All items awarded were within the approved budgets. There are no other financial implications.

6. LOCAL MUNICIPAL IMPACT

There is no local municipal impact associated with this report.

7. CONCLUSION

The Chief Administrative Officer and, for Fast Track situations, the Chief Administrative Officer and the Regional Chair, have delegated authority to award contracts in excess of $100,000 under Purchasing Bylaw No. 2009-41, provided that certain conditions are met. A report is submitted quarterly to advise Council of contract awards under this authority.

Thirty-nine contracts with a total value of $25,409,677.28 were awarded in the fourth quarter of 2011:

- 5 for Transportation Services, Roads in the amount of $1,958,031.40
- 6 for Transportation Services, Transit in the amount of $8,973,756.38
- 1 for Transportation Services, Planning in the amount of $118,002.17
- 6 for Environmental Services, Water and Wastewater in the amount of $11,547,481.10
- 10 for Corporate Services in the amount of $1,047,129.15
- 5 for Community and Health Services in the amount of $419,894.16
- 6 for Finance in the amount of $1,345,382.92

Attachment 1 provides a list of contract awards by the Chief Administrative Officer from October 1, 2011 to December 31, 2011.

These awards were in compliance with the Purchasing Bylaw and the authority delegated by Council.

For more information on this report, please contact Stan Gal, Director, Supplies & Services at Ext. 1650.

The Senior Management Group has reviewed this report.

(The attachment referred to in this clause is attached to this report.)

Table 1
Transportation Services, Roads
October 1, 2011 - December 31, 2011

Contract	Description	No. of Bids/ Contract Renewals	Contractors	Previously Approved	Amount
P-10-181	Vaughan Metropolitan Centre and Surrounding Areas Transportation Study. Providing professional and technical service to complete a transportation study within a study area bounded by Steeles Avenue to the south, Dufferin Street to the east, Major Mackenzie Drive to the north and Weston Road to the west, encompassing the Vaughan Metropolitan Centre Urban Growth Centre. (Equally shared – York Region/City of Vaughan).	3	Yoles Partnership Inc.		$160,352.00
A030428	For Upgrades to the Centralized Traffic Control System (CTCS) Software for Transportation Services. Because the system contains proprietary vendor specific software, it is not possible to obtain submissions for this version upgrade. Work to be completed within 94 working days.	Sole Source *	Delcan Corporation		$250,000.00 (Upset Limit)
A028867	Construction costs, detailed design, contract administration and utility relocations for Intersection Improvements (financial contribution) CN Rail Crossing to 14th Avenue at Birchmount Road Phase 2, in the Town of Markham	York Region Financial Contribution	Town of Markham		$1,302,042.40
P-11-52	For the supply of all labour, material and equipment necessary to carry out work associated with the York Region In-Service Road Safety Audits. (3 year term)	4	HDR – iTRANS Consulting Inc.		$113,865.00

Contract	Description	No. of Bids/ Contract Renewals	Contractors	Previously Approved	Amount
T-11-77	For the supply and delivery of a 2012 ¾ Ton Passenger Van - Section A	2	Yonge-Steeles Ford Lincoln Sales Limited		$26,688.00
	For the supply and delivery of 3 – 2012 Ford Escape XLS 2WD including Excise tax on air conditioning - Section C	3	Donway Ford Sales Limited		$69,276.00
	For the supply and delivery of a 2012 ¾ Ton Extended Cab Pick-up Truck - Section D	5	6910009 Canada Inc.		$35,808.00
					$131,772.00
				Total	**$1,958,031.40**

* Sole Source award due to proprietary vendor-specific software (Section 5.1, Schedule A "Restrictions and Exemptions" of the Purchasing By-Law)

Table 2
Transportation Services, Transit
Tenders/Proposals Greater Than $100,000
October 1, 2011 - December 31, 2011

Contract	Description	No. of Bids/ Contract Renewals	Contractors	Previously Approved	Amount
T-11-78	For the supply, printing, storage and delivery of fare media (transit tickets and passes) for York Region Transit.	1*	Canada Ticket Inc.		$200,922.40
T-09-75	For General Maintenance of York Region Transit Terminals, Viva Stations and Bus Stops.	Contract Increase and Extension 3rd Yr. of 3 Yr. Term	Maaruthy Cleaning Services Inc.	$861,839.65	$517,761.00

T-11-42	York Region Transit Bus Stop Post and Sign Maintenance.	2	Spectra Advertising		$217,725.00
T-11-74	For the supply of all labour, material and equipment necessary to carry out work associated with Winter Maintenance Operations & Spring Cleanup of YRT Facilities in Newmarket and Aurora. (3 year term)	3	Forest Ridge Landscaping Inc.		$1,141,059.12
T-10-37	For the supply of all labour, material and equipment necessary to carry out work associated with Winter Maintenance Operations & Spring Cleanup at YRT Facilities in the Town of Markham and the City of Toronto.	Contract Increase and Extension 2nd Yr. of 3 Yr. Term	Diamond Earthworks Corporation	$505,635.89	$514,613.86
T-11-67	For the Supply and Delivery of B5 Biodiesel fuel (2,250,000 litres at $2,644,200.00) and Supply and Delivery of B20 Biodiesel fuel (3,150,000 litres at $3,737,475.00) for York Region Transit (YRT) Buses. (Term: Oct. 30/11 to Dec. 30/12)	2	Canada Clean Fuels Inc.		$6,381,675.00
				Total	**$8,973,756.38**

* 3 firms received the tender. One bidder could not supply magnetic fare media and other bidder could not confirm pricing by deadline

Table 3

Transportation Services, Community Planning Development

October 1, 2011 - December 31, 2011

Contract	Description	No. of Bids/ Contract Renewals	Contractors	Previously Approved	Amount
A028643	For the Annual Corporate Geospatial Information software maintenance and product licence renewals from ESRI Canada Ltd.	Purchasing By-Law Schedule "A" Item 4E –	ESRI Canada Ltd.		$118,002.17

Contract	Description	No. of Bids/ Contract Renewals	Contractors	Previously Approved	Amount
		Licences and Maintenance for Proprietary Software and Systems			
				Total	**$118,002.17**

Table 4
Environmental Services, Water and Wastewater

Tenders/Proposals Greater Than $100,000

October 1, 2011 – December 31, 2011

Contract	Description	No. of Bids/ Contract Renewals	Contractors	Previously Approved	Amount
T-11-29	For the supply of all labour, material and equipment necessary to carry out work associated with the Construction of a Wellhouse for Ballantrae Well No. 3, 15456 Highway 48 in the Town of Whitchurch-Stouffville.	3	H2 Ontario Inc.		$2,643,595.00
P-11-68	For the supply all labour, material and equipment necessary to carry out work associated with the Sutton Water Pollution Control Plant (WPCP) Diversion to lagoon.	5	Associated Engineering (Ont.) Ltd.		$234,445.00
P-11-104	Consulting Services for the Business Process Assessment and Development of an Enhancement Plan for York Region's Integrated Management System.	3	Optimus SBR Inc.		$130,950.00

Contract	Description	No. of Bids/ Contract Renewals	Contractors	Previously Approved	Amount
T-11-71	Supply and installation of mainline and manhole rehabilitation works for sanitary sewer systems at various locations in the Town of Aurora, the Town of Newmarket and the Town of Richmond Hill.	2	Liqui-Force Services (Ont.) Inc.		$2,627,709.88
P-10-113	For the engineering, supply, fabrication, delivery, supervision of installation, commissioning and warranty of influent pumping station raw sewage pumps for the Duffin Creeek Water Pollution Control Plant.	2	ITT Water & Wastewater		$5,793,332.00
T-11-83	For the annual maintenance, inspection, testing, certification of fall protection/confined space retrieval equipment and systems at various York Region Water and Wastewater facilities.	2	Lifesafe Engineering & Service Group Inc.		$117,449.22
				Total	**$11,547,481.10**

Table 5

Corporate Services

Tenders/Proposals Greater Than $100,000

October 1, 2011 - December 31, 2011

Contract	Description	No. of Bids/ Contract Renewals	Contractors	Previously Approved	Amount
T-11-58	Appraisal Services – Bathurst Street, Green Lane West to Yonge Street in the Township of King and the Town of East Gwillimbury.	3	Janterra Real Estate Advisors		$137,500.00

A027071	To provide Project Management Services in connection with the development of the EMS Operations Centre Project on Bales Drive East, Town of East Gwillimbury	Fast Track To provide additional Project Management Services required to contract close-out, beyond already approved.	Matrix Management Corporation	$424,008.00	$15,000.00
P-09-05	To provide Data Entry Services for Court Services	Contract Extension 3rd Yr. of 3 Yr. Term	Critical Control Solutions	$150,500.00	$75,250.00
T-09-78	To provide Year Round Ground Maintenance, including both summer and winter grounds maintenance services for Water & Wastewater Facilities. Hub #1 - Georgina & Sutton. Hub #2 - East Gwillimbury, Mount Albert & Whitchurch-Stouffville. Hub #3 – Queensville, East Gwillimbury, Newmarket, Queensville, Holland Landing and King Township. Hub #5 – Vaughan, Schomberg, King City & Nobleton.	Contract Increase and Extension 3rd Yr. of 3 Yr. Term	C.E.T. Contracting	$453,760.00	$248,410.00
T-09-78	To provide Year Round Ground Maintenance, including both summer and winter grounds maintenance services for Water & Wastewater Facilities. Hub #4 – Richmond Hill, Aurora & King City. .	Contract Increase and Extension 3rdYr. of 3 Yr. Term	B & F Landscaping	$93,387.24	$45,554.74

T-09-78	To provide Year Round Ground Maintenance, including both summer and winter grounds maintenance services for Water & Wastewater Facilities. Hub #6 – Richmond Hill & Vaughan.	Contract Increase and Extension 3rdYr. of 3 Yr. Term	Pristine Property Management Limited	$188,460.00	$96,330.00
P-11-114	The supply of all labour, material and equipment necessary to carry out work associated with the Supply of a Videoconferencing Solution. (2 year term)	3	Dynamix Professional Video Systems Incorporated		$104,543.20
P-10-41	The Provision of Collection Service First Placement – Court Services.	Contract Increase and Extension 2nd Yr. of 3 Yr. Term	Nor-Don Collection Network Inc.	$142,760.00	$142,760.00
P-10-41	The Provision of Collection Service First Placement – Court Services.	Contract Increase and Extension 2nd Yr. of 5 Yr. Term	iQor Canada Ltd.	$133,781.21	$133,781.21
P-09-72	For the Provision of Services for the supply and delivery of Provincial Offences Court Notices on behalf of fifty-four Ontario Court Justice Provincial Offences and the MCMA Forms Committee.	Contract Increase and Extension 3rd Yr. of 3 Yr. Term	The Data Group of Companies	$95,619.04	$48,000.00
				Total	**$1,047,129.15**

Table 6
Community and Health Services

Tenders/Proposals Greater Than $100,000

October 1, 2011 - December 31, 2011

Contract	Description	No. of Bids/ Contract Renewals	Contractors	Previously Approved	Amount
CT-09-02 A015585	To add Emergency Medical Services Branch to Co-op Tender CT-09-02 for the supply and delivery of bulk ultra low sulphur diesel and E10 unleaded gasoline. Consisting of #1 Diesel, Ultra Low Sulphur and Ethanol 10% Blended Gasoline for the term of Oct. 17, 2011 to Dec. 31, 2012 (Approx. 100,000.00 Litres)	Contract Increase due to Operational changes to Region Owned Storage and Dispensing Facility and EMS Bales Location	Ultramar Ltd.		$135,000.00
T-09-64	To provide year round ground maintenance services, including both summer and winter maintenance at the Newmarket Health Centre, 194 Eagle Street in the Town of Newmarket.	Contract Increase and Extension 3rd Yr. of 3 Yr. Term	Grounds Guys Landscape Management Inc.	$86,440.00	$43,220.00
T-10-41	For the supply and delivery of EMS Uniform items.	Contract Increase and Extension 2nd Yr. of 5 Yr. Term	Outdoor Outfits Ltd.	$129,324.00	$159,324.00

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T-10-41	For the supply and delivery of EMS Uniform items.	Contract Increase and Extension 2nd Yr. of 5 Yr. Term	R. Nicholls Distributors Inc.	$41,593.60	$41,593.60
A023769	The provision on milk and dairy products for the Newmarket Health centre	Contract Increase and Extension 3rd Yr of 3 Yr. Term	Agropur, Division Natrel	$81,513.12	$40,756.56
				Total	**$419,894.16**

Table 7
Finance Department
Tenders/Proposals Greater Than $100,000

October 1, 2011 - December 31, 2011

Contract	Description	No. of Bids/ Contract Renewals	Contractors	Previously Approved	Amount
PR0666	For the Upgrade and Maintenance of 911 Telephony and Call Centre System. The Region IT Services Branch maintains the 911 Call Centre Voice Systems and required Bell Canada to upgrade the current systems to the latest supported hardware and software versions.	*Sole Source	Bell Canada		$256,287.84

PR0649	For the 2011 refresh of approximately 900 Regional Blackberry's, associated equipment and accessories.	**Region (V.O.R.) Cellular Equipment	HTS Communications		$170,415.00
P-11-107	Appraisal Services for Insurance Purposes	2	Loss Control Consultants Limited		$159,000.00
P-11-46	The lease of one black and white and two colour digital high speed printers (3 year term).	4	Konica Minolta Business Solutions		$399,277.08
P-11-109	For 2011 York Telecom Network (YTN) Extensions.	5	Arizon Technologies		$110,403.00
P-11-47	For the services of a Commodity and Payroll Tax Consultant	5	Stratos Solutions Inc.		$250,000.00
				Total	**$1,345,382.92**

* Sole Source award in compliance with the Purchasing By-law, Schedule "A"
** Vendor of Record (V.O.R.) based on York Region's Telecommunications standard