

CITY OF VAUGHAN

EXTRACT FROM COUNCIL MEETING MINUTES OF FEBRUARY 19, 2013

Item 4, Report No. 5, of the Committee of the Whole, which was adopted without amendment by the Council of the City of Vaughan on February 19, 2013.

4 AWARD OF RFP 12-298 – IRRIGATION/CENTRAL CONTROL MAINTENANCE SERVICES

The Committee of the Whole recommends approval of the recommendation contained in the following report of the Commissioner of Community Services, dated February 5, 2013:

Recommendation

The Commissioner of Community Services in consultation with the Director of Purchasing Services, Director of Budgeting & Financial Planning and the Director of Parks & Forestry Operations recommends:

1. That the firm of Diamond Head Sprinklers Inc. be retained to provide irrigation maintenance services and central control administration for parks in the amount of \$49,759.55 (inclusive of HST) per year, for (3) three years with (2) two optional (1) one year terms, at a total cost of \$149,278.65 (inclusive of HST) for the first (3) three years, and,
2. That a contingency allowance of 15% be approved within which the Director of Parks & Forestry Operations be authorized to approve amendments to the contract if any; and,
3. That the Mayor and City Clerk be authorized to sign the necessary documents.

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 1, Objective 1.4:

- To significantly reduce our use of natural resources and the amount of waste we generate.
To ensure efficient and appropriate use of potable water in City facilities

Economic Impact

The Funds for RFP 12-298 for Irrigation/Central Control Maintenance Services are identified in the Parks & Forestry Operations base Operating Budget for 2013.

Communications Plan

Not Applicable

Purpose

The purpose of this report is to award RFP 12-298 – Irrigation/Central Control Maintenance Services.

Background - Analysis and Options

The Parks & Forestry Operations Department manages 233 sports fields, 41 of these sports fields are irrigated with in ground irrigation systems. Irrigation has many benefits to turf as it extends the life span of the field, assists in maintaining healthy turf and reduces the risk of injury to players. Sixty percent (60%) of the irrigated fields are linked to a central control system. The central control system enables the department to monitor multiple sites across the City from one computer. The system also has the ability to safeguard against potential problems resulting from excess flow, incorrect programming and also reduces water waste due to varying weather conditions.

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The benefits gained from the central control system have allowed the department to save on additional staffing resources as programming and monitoring of the irrigation systems is centralized, thereby reducing staff visits to each field daily to make the necessary adjustments.

In order to effectively monitor the software and perform the necessary scheduled maintenance, the Parks & Forestry Operations Department issued an RFP requesting proponents propose maintenance schedules and central control administration. The contractor will provide full season services including; system start-up and winterizations, backflow testing and certification, controller and weather station maintenance, sprinkler maintenance, monthly site visits to audit on site conditions, report on operational efficiencies of all systems, and administer and operate the central control system.

The project is considered high in complexity and is a multi year contract with a well-defined scope; however, there is a high probability of a number of unforeseen factors relating to aging infrastructure and wireless communications that may have an effect on the desired outcome. Therefore, a contingency allowance of 15% has been identified as an appropriate amount to address any unforeseen work in completing the scope of this project.

The Request for Proposal was publicly advertised on OPBA, Bidingo and on the City Web Page. The RFP closed at 3:00 p.m. on September 5, 2012. Five (5) RFP documents were picked up and upon opening, the following five (5) Proponents submitted proposals:

1. A.W.S Irrigation Management Inc.
2. OGS Property Services/Green Turf Irrigation Systems
3. Pine Valley Enterprises Inc.
4. Diamond Head Sprinklers Inc.
5. D.J. Rain & Co. Ltd

After the initial review by the Purchasing Services Department, (1) one bid was deemed non-compliant. The four (4) compliant RFP documents were evaluated by a committee composed of City of Vaughan staff. Submissions were evaluated using the following criteria:

1. Qualification and Experience	40
2. Proposal Submission	20
3. Project Management	20
4. Fee Structure	20
Total Points:	100

Diamond Head Sprinklers scored the highest points during the evaluation of proposals and was considered best to perform the work by the evaluation committee.

Relationship to Vaughan Vision 2020 / Strategic Plan

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

- **STRATEGIC GOAL:**
Service Excellence - Providing service excellence to citizens.
- **STRATEGIC OBJECTIVES:**
Pursue Excellence in Service Delivery; and Enhance and Ensure Community Safety, Health and Wellness - To deliver high quality services and to promote health and wellness through design and program.

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

Regional Implications

Not applicable.

Conclusion

The Evaluation Committee determined Diamond Head Sprinklers as the highest scoring proponent and recommends them to complete the project. Funding for this activity has been included in the 2013 Parks & Forestry Operations base Operating Budget submission.

Attachments

Not applicable.

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