

CITY OF VAUGHAN

EXTRACT FROM COUNCIL MEETING MINUTES OF MAY 19, 2015

Item 22, Report No. 20, of the Committee of the Whole, which was adopted without amendment by the Council of the City of Vaughan on May 19, 2015.

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AWARD OF REQUEST FOR PROPOSAL RFP 14-244 - PURCHASE OF SHOW MOBILE TRAILER

The Committee of the Whole recommends approval of the recommendation contained in the following report of the Acting Commissioner of Strategic and Corporate Services and the Manager of Fleet Management Services, dated May 5, 2015:

Recommendation

The Acting Commissioner of Strategic and Corporate Services and the Manager of Fleet Management Services, in consultation with the Director of Purchasing Services and the Director of Financial Planning & Analytics, recommend:

1. That Stageline Mobile Stage Inc. be awarded the supply and delivery of a mobile stage, as detailed in the RFP14-244, in the amount \$158,005 plus any applicable taxes, with funding from capital project FL-5486-14 Recreation – Replace 882 with showmobile trailer ; and
2. That the Mayor and City Clerk be authorized to sign the appropriate documents.

Contribution to Sustainability

Not applicable

Economic Impact

There is no economic impact as there is sufficient funding available in the capital project FL-5486-14 Recreation – Replace 882 with showmobile trailer.

Communications Plan

Selected proponent will be notified of the City's decision to award the Purchase of Show Mobile Trailer through the Purchasing Services Department, in accordance with standard procedure.

Purpose

The purpose of this report is to recommend to Council, based on the evaluation performed by staff, that Stageline Mobile Stage Inc. be awarded the RFP for the supply and delivery of a replacement mobile stage for the City of Vaughan.

Background - Analysis and Options

Purchasing Services advertised RFP14-244 on Biddingo, OPBA and City page on October 2, 2014, with a closing date of November 18, 2014. One addendum was issued to extend the closing date to November 27, 2014.

One (1) potential bidder picked up the document and One (1) compliant bid was received as follow:

Name of Company	Total price of proposal (exclusive of all taxes)
Stageline Mobile Stage Inc.	\$147,115.00

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The proposal was reviewed based on the following criteria, which was provided in each of the RFP documents:

- Qualifications, Experience, and Scope of Installations 10 points
- Submission/Quality of Proposal 10 points
- Project Deliverables/Technical Response 60 points
- Pricing 20 points
- Interview/Presentation 25 points

Stageline Mobile Stage Inc. met all mandatory requirements and was rated above 80% of the total score per the evaluation criteria. The evaluation committee was satisfied with the product, its functionality, and associated services with the product. Based on the evaluation of the proposal, it is recommended that Stageline Mobile Stage Inc. be retained to supply and deliver one show mobile trailer.

Following the review of the bid and an in person interview with the vendor, several additional options are being recommended by staff for acquisition. These additions are all within the scope of the project and will create flexibility with staging and increase the level of safety while mounting and dismounting the stage. The additional options increase the total cost of the mobile stage to \$158,005 plus any applicable taxes.

The additional optional items proposed to be included in the award of this contract are as follows:

1. Item b1 Extension platforms & accessories
2. Item b2 Guardrails (Platform Model) / Aluminum
3. Item f1 Stage Reversibility
4. Item f2 Side Overhang Rigging Beam / Upstage for speakers on all 4 corners
5. Item g6 Downstage Windwall Extension
6. Item i3 Loading Ramp / Aluminum
7. Item e3 Cylinder locks

The funding source for the mobile stage replacement is from approved capital project FL-5486-14, Recreation – Replace 882 with showmobile trailer. Sufficient funding exists as per the table below:

FL-5486-14 Approved Budget	180,250.00
Award	158,005.00
HST @ 1.76%	2,780.89
Administration Recovery	4,823.58
Total Funds Required	165,609.46
Balance Remaining	14,640.54

Relationship to Vaughan Vision 2020/Strategic Plan

The purchase of goods and service meets the following Vaughan Vision 2020 Goals and Themes:

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Goal: Service Excellence
Theme: Demonstrate Excellence in Service Delivery - by ensuring resources are in place to allow staff to consistently achieve excellent customer service levels.

Goal: Organizational Excellence
Theme: Manage Corporate Assets – by including all internal stakeholders in the process for the replacement of the Showmobile and ensuring the new unit meets the needs of users, staff and event co-ordinators.

Regional Implications

N/A

Conclusion

Stageline Mobile Stage Inc. is deemed to meet the requirements of the proposal. Sufficient funding is available in approved capital project FL-5486-14 to complete the purchase. Fleet department recommends that the proposal be awarded to Stageline Mobile Stage Inc. in the total of \$158,00 including provisional items, plus any applicable taxes.

Attachments

Not Applicable

Report prepared by:

Scott S. Glew
Manager, Fleet Management Services