

**CITY OF VAUGHAN**

**EXTRACT FROM COUNCIL MEETING MINUTES OF MARCH 21, 2017**

Item 17, Report No. 10, of the Committee of the Whole, which was adopted without amendment by the Council of the City of Vaughan on March 21, 2017.

**17 AWARD OF TENDER T17-023 SUPPLY AND DELIVERY PARKS SOFTSCAPE MATERIALS  
FOR THE CITY OF VAUGHAN, PART C: SUPPLY AND DELIVERY OF BASEBALL FIELD  
CLAY PRODUCTS  
CITYWIDE**

**The Committee of the Whole recommends approval of the recommendation contained in the following report of the Deputy City Manager of Public Works and Director of Transportation Services, Parks and Forestry Operations, dated March 7, 2017:**

**Recommendation**

The Deputy City Manager of Public Works and Director of Transportation Services, Parks and Forestry Operations, in consultation with Director of Procurement Services and Director of Financial Planning & Development Finance and Deputy City Treasurer recommend:

1. That the contract for Tender T17-023: Supply and Delivery Parks Softscape Materials for the City of Vaughan, Part C: Supply and Delivery of Baseball Field Clay Products, be awarded to Mar-Co Clay Products, in the amount of \$127,625.00, plus applicable taxes, for a contract term of one (1) year firm term;
2. That a contingency allowance in the amount of \$12,762.50 plus applicable taxes be approved within which the Director of Transportation Services, Parks and Forestry Operations or his designate is authorized to approve amendments to the contract;
3. That staff be authorized to extend the contract for two (2) additional one (1) year periods subject to satisfactory contractor performance and budget availability; and
4. That the Mayor and City Clerk be authorized to sign the appropriate documents.

**Contribution to Sustainability**

This report contributes to the goals and objectives within Green Directions Vaughan, the City's Community Sustainability Environmental Master Plan, specifically:

Goal 4: To create a vibrant community where citizens, business, and visitors thrive.

**Economic Impact**

The total cost for the one year contract is available within the 2017 approved TSPFO operating budget. Funding will be allocated in future year budgets for the contract should the contract be extended.

A summary of the one year contract cost is illustrated below:

<b>Total Costs: T17-023</b>	
	<b>\$</b>
Mar-Co Clay Products	127,625.00
Add: Contingency Allowance (Approximately 10%)	12,762.50
Sub-Total	140,387.50
Add: Non-Recoverable HST (1.76%)	2,470.82
<b>Net Total Costs</b>	<b>142,858.32</b>

## CITY OF VAUGHAN

### **EXTRACT FROM COUNCIL MEETING MINUTES OF MARCH 21, 2017**

#### Item 17, CW Report No. 10 – Page 2

A contingency is utilized for this contract as inclement weather may affect the state of parks' green space. Additional volume of materials may be required to maintain the service level and condition of parks.

#### **Communications Plan**

Not applicable.

#### **Purpose**

The purpose of this report is to award the contract for Tender T17-023: Supply and Delivery Park Softscape Materials for the City of Vaughan, Part C: Supply and Delivery of Baseball Field Clay Products to Mar-Co Clay Products.

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

Regular maintenance is required to provide aesthetic, safe and usable parks for the enjoyment of all residents and visitors. In particular, the City requires baseball field clay products for the maintenance of the City's baseball fields. City employees install the baseball field clay products as needed through the spring and summer season and into late fall.

Tender T17-023: Supply and Delivery Parks Softscape Materials, Part C: Supply and Delivery of Baseball Field Clay Products for the City of Vaughan was advertised on City of Vaughan Bidding Website-Vaughan Bids & Tenders on January 6, 2017 and closed on January 23, 2017. No addenda were issued as no questions were received. A total of one plan taker registered for this specific part of the Tender and one compliant bid was received as per below:

<b>Bidder</b>	<b>Annual Bid Price (Excl. HST)</b>
Mar-Co Clay Products	\$127,625.00

Based on the review of the submitted bid, staff recommend awarding the contract for Tender T17-023: Supply and Delivery Parks Softscape Materials for the City of Vaughan, Part C: Supply and Delivery of Baseball Field Clay Products to the lowest compliant bidder, Mar-Co Clay Products.

#### **Relationship to Term of Council Service Excellence Strategy Map (2014-2018)**

The recommendations in this report support the following Term of Council Priorities:

- Invest, renew and manage infrastructure and assets
- Continue to ensure the safety and well-being of citizens
- Continue to cultivate an environmentally sustainable city

#### **Regional Implications**

Not applicable.

#### **Conclusion**

Staff recommend that the contract for Tender T17-023: Supply and Delivery Parks Softscape Materials for the City of Vaughan, Part C: Supply and Delivery of Baseball Field Clay Products, be awarded to Mar-Co Clay Products in the amount of \$127,625.00 plus applicable taxes.

**CITY OF VAUGHAN**

**EXTRACT FROM COUNCIL MEETING MINUTES OF MARCH 21, 2017**

Item 17, CW Report No. 10 – Page 3

**Attachments**

Not applicable.

**Report prepared by:**

Dinora Vitorino, Contract Coordinator, ext.6147

Adam Payler, Assistant Manager of Parks and Roads, ext.6120

Joerg Hettmann, Manager of Parks and Roads, ext.6139

**AWARD OF TENDER T17-023 SUPPLY AND DELIVERY PARKS SOFTSCAPE MATERIALS FOR THE CITY OF VAUGHAN, PART C: SUPPLY AND DELIVERY OF BASEBALL FIELD CLAY PRODUCTS  
CITYWIDE****Recommendation**

The Deputy City Manager of Public Works and Director of Transportation Services, Parks and Forestry Operations, in consultation with Director of Procurement Services and Director of Financial Planning & Development Finance and Deputy City Treasurer recommend:

1. That the contract for Tender T17-023: Supply and Delivery Parks Softscape Materials for the City of Vaughan, Part C: Supply and Delivery of Baseball Field Clay Products, be awarded to Mar-Co Clay Products, in the amount of \$127,625.00, plus applicable taxes, for a contract term of one (1) year firm term;
2. That a contingency allowance in the amount of \$12,762.50 plus applicable taxes be approved within which the Director of Transportation Services, Parks and Forestry Operations or his designate is authorized to approve amendments to the contract;
3. That staff be authorized to extend the contract for two (2) additional one (1) year periods subject to satisfactory contractor performance and budget availability; and
4. That the Mayor and City Clerk be authorized to sign the appropriate documents.

**Contribution to Sustainability**

This report contributes to the goals and objectives within Green Directions Vaughan, the City's Community Sustainability Environmental Master Plan, specifically:

Goal 4: To create a vibrant community where citizens, business, and visitors thrive.

**Economic Impact**

The total cost for the one year contract is available within the 2017 approved TSPFO operating budget. Funding will be allocated in future year budgets for the contract should the contract be extended.

A summary of the one year contract cost is illustrated below:

<b>Total Costs: T17-023</b>	
	<b>\$</b>
Mar-Co Clay Products	127,625.00
Add: Contingency Allowance (Approximately 10%)	12,762.50
Sub-Total	140,387.50
Add: Non-Recoverable HST (1.76%)	2,470.82
<b>Net Total Costs</b>	<b>142,858.32</b>

A contingency is utilized for this contract as inclement weather may affect the state of parks' green space. Additional volume of materials may be required to maintain the service level and condition of parks.

### **Communications Plan**

Not applicable.

### **Purpose**

The purpose of this report is to award the contract for Tender T17-023: Supply and Delivery Park Softscape Materials for the City of Vaughan, Part C: Supply and Delivery of Baseball Field Clay Products to Mar-Co Clay Products.

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

Regular maintenance is required to provide aesthetic, safe and usable parks for the enjoyment of all residents and visitors. In particular, the City requires baseball field clay products for the maintenance of the City's baseball fields. City employees install the baseball field clay products as needed through the spring and summer season and into late fall.

Tender T17-023: Supply and Delivery Parks Softscape Materials, Part C: Supply and Delivery of Baseball Field Clay Products for the City of Vaughan was advertised on City of Vaughan Bidding Website-Vaughan Bids & Tenders on January 6, 2017 and closed on January 23, 2017. No addenda were issued as no questions were received. A total of one plan taker registered for this specific part of the Tender and one compliant bid was received as per below:

<b>Bidder</b>	<b>Annual Bid Price (Excl. HST)</b>
Mar-Co Clay Products	\$127,625.00

Based on the review of the submitted bid, staff recommend awarding the contract for Tender T17-023: Supply and Delivery Parks Softscape Materials for the City of Vaughan, Part C: Supply and Delivery of Baseball Field Clay Products to the lowest compliant bidder, Mar-Co Clay Products.

### **Relationship to Term of Council Service Excellence Strategy Map (2014-2018)**

The recommendations in this report support the following Term of Council Priorities:

- Invest, renew and manage infrastructure and assets
- Continue to ensure the safety and well-being of citizens
- Continue to cultivate an environmentally sustainable city

### **Regional Implications**

Not applicable.

### **Conclusion**

Staff recommend that the contract for Tender T17-023: Supply and Delivery Parks Softscape Materials for the City of Vaughan, Part C: Supply and Delivery of Baseball Field Clay Products, be awarded to Mar-Co Clay Products in the amount of \$127,625.00 plus applicable taxes.

### **Attachments**

Not applicable.

**Report prepared by:**

Dinora Vitorino, Contract Coordinator, ext.6147  
Adam Payler, Assistant Manager of Parks and Roads, ext.6120  
Joerg Hettmann, Manager of Parks and Roads, ext.6139

Respectfully submitted,

Stephen Collins  
Deputy City Manager

Zoran Postic  
Director of Transportation Services, Parks and Forestry  
Operations

Joerg Hettmann  
Manager, Parks and Roads  
Transportation Services, Parks and Forestry Operations