EXECUTIVE SUMMARY:
City staff recently issued a Request for Proposals, RFP #F31-CS-TR-PO-2010-09 Miscellaneous Repairs to Surface Parking Lots. The RFP closed on September 15, 2010 and only two (2) proposals were received and reviewed by staff. Kiley Paving Limited submitted the low bid proposal for specific items totaling $114,415 plus applicable taxes. The contract amount of up to $126,415, including contingencies of $12,000, is within the approved budget.

Pursuant to the Purchasing By-Law 2000-134, Section 3.4, the criteria required for award by delegated authority has not been met and hence the award must be approved by Council.

RECOMMENDATION:
THAT Council authorizes the Mayor and the City Clerk to execute an agreement with Kiley Paving Limited for an amount of up to $126,415, which includes contingencies of $12,000, plus applicable taxes for miscellaneous repairs to surface parking lots, in a form satisfactory to the Director of Legal Services.

CONSULTATION WITH THE FOLLOWING COMMISSIONERS:

<table>
<thead>
<tr>
<th>Commissioner</th>
<th>Status</th>
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<tr>
<td>Cynthia Beach, Sustainability &amp; Growth</td>
<td>N/R</td>
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<td>Terry Willing, Community Services</td>
<td>N/R</td>
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<td>Jim Keech, President and CEO, Utilities Kingston</td>
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OPTIONS/DISCUSSION:

A condition assessment and Life Cycle Analysis was recently completed for the City’s surface parking lots. The report outlines immediate repairs required, plus repairs required and to be phased over the next several years.

A Request for Proposal (RFP) for the 2010 work was publicly advertised on the City website and closed on September 15, 2010. Sixteen RFP documents were requested but only two submissions were received. Accordingly, authorization of Council is required given that delegated authority under the Purchasing By-law requires a minimum of three submissions in response to an RFP.

The submissions were reviewed based on criteria which includes pricing, company profile, staff profile and references. One of the submissions did not include all elements and was the higher of the two for the items submitted. Kiley Paving Ltd. received good references and was the lower of the two bids for the items under consideration at $162,781.

However, the approved 2010 budget for surface parking lot repairs is $140,000. Staff recommends reducing the scope of work to proceed with immediately required work to stay within the approved capital budget.

Items remaining from this year’s scope as well as additional work identified for the City’s surface parking lots, will be incorporated into future capital budget years’ submissions. In order for paving to commence prior to winter  This report is considered time-sensitive in order to commence paving prior to the winter weather.

EXISTING POLICY/BY LAW:
By-Law 2000-134, as amended, to regulate purchasing policies and procedures

NOTICE PROVISIONS:
N/A

ACCESSIBILITY CONSIDERATIONS:
N/A

FINANCIAL CONSIDERATIONS:
The work identified has been approved in the 2009-10 capital budgets.

CONTACTS:
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Sam Tulk, Supervisor, Parking Operations  613-546-4291 ext. 1379

OTHER CITY OF KINGSTON STAFF CONSULTED:
Janis Morrison, Purchasing Coordinator
Alan McLeod, Senior Legal Counsel

EXHIBITS ATTACHED:
N/A