



**City of Kingston
Report to Council
Report Number 18-370**

To:	Mayor and Members of Council
From:	Lanie Hurdle, Commissioner Community Services
Resource Staff:	Peter Huigenbos, Director, Real Estate & Environmental Initiatives
Date of Meeting:	November 6, 2018
Subject:	Award of Contract - Demolition Services for 1084 Sydenham Road

Executive Summary:

The purpose of this report is to seek Council approval to award the contract for the provision of demolition services for 1084 Sydenham Road. Council approval is required as staff are not recommending the lowest priced bid for the project.

A Request for Proposals (RFP) was issued by the Real Estate & Environmental Initiatives Department on August 29, 2018 for the provision of demolition services from qualified firms. The RFP closed on September 19, 2018 and four proposals were received. The City evaluated each of the proposals based on criteria established and documented within the RFP.

The review of the submissions concluded that the proposal submitted by Environmental Contracting Services Inc. was the highest scoring proposal based on the evaluation criteria which included price, methodology and qualifications. There are sufficient funds within the capital program for the Environmental Assessment and Land Acquisition for Cataraqui Woods Drive east of Sydenham Road to award this contract.

Although the City is not currently in the construction phase for this portion of the Cataraqui Woods Drive extension project, the property became available on the open market in 2017. The purchase was approved by Council in September 2017.

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Recommendation:

That Environmental Contracting Services Inc. be awarded the contract for demolition services at 1084 Sydenham Road, as described in RFP Number F31-CS-REEI-2018-06, for a total price of \$185,650.00 plus applicable taxes; and

That the Mayor and Clerk be authorized to enter into an agreement with Environmental Contracting Services Inc., in a form satisfactory to the Director of Legal Services.

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Options/Discussion:

The property at 1084 Sydenham Road was identified as a property required for future road improvements in the Transportation Master Plan for the Cataraqui Woods extension east of Sydenham Road. The commercial business located on the property relocated in 2017 and the property was put up for sale on the open market. Council approved the property acquisition at its September 19, 2017 meeting.

The City acquired the property with vacant possession at the time of closing. Due to the condition of the buildings, there was no interim use identified.

An RFP was issued by the City on August 29, 2018 for demolition services from qualified firms. The scope of work for the project includes hazardous materials abatement and demolition of the two buildings located at 1084 Sydenham Road, as well as the removal of some surficial soil.

The RFP closed on September 19, 2018 and proposals were received from the following firms:

- Environmental Contracting Services Inc.
- Shouten Excavating Inc.
- Salandria Ltd.
- Tri-Phase Contracting Inc.

A review team composed of staff from the Real Estate & Environmental Initiatives Department undertook a review and scoring of each of the submissions. The evaluation process was outlined in the RFP document and included the following evaluation criteria:

- Pricing and Related Costs (55%)
- Methodology of Proposed Services (27%)
- Company Profile and Experience (15%)
- Accessibility Standards for Customer Service, Ontario Regulation 429/7 (3%)

The table below provides a summary of the review team's assessment and total score for each of the proposals received:

Rank	Company	Price	Score
1	Environmental Contracting Services Inc.	\$185,650.00	92
2	Salandria Ltd.	\$217,230.50	84
3	Tri-Phase Contracting Inc.	\$239,884.00	77
4	Shouten Excavating Inc.	\$184,113.00	74

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The review team concluded that the proposal provided by Environmental Contracting Services Inc. is the highest scoring submission as the proposal provided the best balance between price and quality of their approach, risk mitigation, business profile and experience on previous demolition and hazardous materials abatement contracts.

Existing Policy/By-Law:

By-Law Number 2000-134 A By-Law to Establish Purchasing Policies and Procedures

Notice Provisions:

Not applicable

Accessibility Considerations:

Accessibility was one of the criteria used in the evaluation of the proposals.

Financial Considerations:

There are sufficient funds to award this contract approved within the Engineering capital budget for the Environmental Assessment and Land Acquisition for Cataraqui Woods Drive.

Contacts:

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Other City of Kingston Staff Consulted:

Mark Campbell, Director, Engineering Services

Paul MacLatchy, Environment Director, Real Estate & Environmental Initiatives

Exhibits Attached:

Not applicable