



**CITY OF KINGSTON**  
**REPORT TO COUNCIL**

**Report No.: 12-379**

**TO:** Mayor and Members of Council  
**FROM:** Jim Keech, President and CEO, Utilities Kingston  
**RESOURCE STAFF:** Damon Wells, P, Eng., Director, Public Works Department  
**DATE OF MEETING:** November 6, 2012  
**SUBJECT:** F31-PWS-PW-2012-3-WINTER CONTROL FOR BUS STOPS & SHELTER CLEARING

**EXECUTIVE SUMMARY:**

Three bids were received for F31-PWS-PW-2012-3 Winter Control for Bus Stops & Shelter Clearing. In accordance with the City's Purchasing Policy, Council approval is required as the City staff is recommending that the contract be awarded to the proponent which has the highest evaluation score but is not the lowest price.

**RECOMMENDATION:**

That Council authorize the Mayor and Clerk to enter into a contract in a form satisfactory to the Director of Legal Services with Pleasant View for bus stop & shelter clearing in areas; Rideau Heights, Central, North West, South West, and Kingston East.

**AUTHORIZING SIGNATURES:**

ORIGINAL SIGNED BY PRESIDENT & CEO, UTILITIES KINGSTON Jim Keech, President and CEO, Utilities Kingston
ORIGINAL SIGNED BY CHIEF ADMINISTRATIVE OFFICER Gerard Hunt, Chief Administrative Officer

**CONSULTATION WITH THE FOLLOWING COMMISSIONERS:**

Cynthia Beach, <i>Sustainability &amp; Growth</i>	N/R
Lanie Hurdle, <i>Community Services</i>	N/R
Denis Leger, <i>Transportation, Properties &amp; Emergency Services</i>	N/R

**(N/R indicates consultation not required)**

**OPTIONS/DISCUSSION:**

The Public Works Department tendered a request for proposal for Bus Stop & Shelter Clearing under invitation to RFP F31-PWS-PW-2012-3, and received three submissions. The following table provides a breakdown of the criteria and weight applied to each in the evaluation of the submissions.

Pricing and Related Costs (per occurrence)	40%
Pricing and Related Costs (additional hourly work)	20%
Proposed Methodology (methodology/equipment 20%, safety 10%)	30%
Company Profile (experience)	7%
Ontarians with Disabilities Act, 2001	3%
<b>Total</b>	<b>100%</b>

The submissions were received and the results are as follows:

Rank	Proponent	RFP Compliance	RFP Evaluation Score (out of 100)	Pricing & Related Costs (per occurrence)	Pricing & Related Costs (additional per hour)
1	Pleasant View	Yes	72	\$4,915.50	\$75.00
2	Benashe Construction Inc.	No	62	\$3,195.08	\$195.00
3	Zomer & Sons Landscaping	No	40	\$7,118.82	\$100.00

The proposals received from Benashe and Zomer did not contain the required numbers of bucket type equipment to complete the routes in the required time frame and thus were not compliant with the specifications of the request. The complete evaluation process supports the award of the RFP to Pleasant View. The value of this contract is typically below \$50,000 per season.

The overall proposal submitted by Pleasant View provided a clear understanding of the scope of work to be completed and demonstrated their past experience in this type of application.

Staffs is therefore recommending that Pleasant View be awarded the contract to clear snow and sand bus stops & shelters according to the specifications contained within the RFP, which has been budgeted for.

**EXISTING POLICY/BY LAW:**

By-law No. 2000-134, Purchasing By-law.

**NOTICE PROVISIONS:**

Not Applicable

**ACCESSIBILITY CONSIDERATIONS:**

Not Applicable

**FINANCIAL CONSIDERATIONS:**

There are sufficient funds allocated to complete this project.

**CONTACTS:**

Damon Wells, P. Eng., Director, Public Works Department

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**OTHER CITY OF KINGSTON STAFF CONSULTED:**

Not Applicable

**EXHIBITS ATTACHED:**

Not Applicable