



**City of Kingston
Report to Council
Report Number 15-200**

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: March 24, 2014
Subject: Pavement Markings

Executive Summary:

Two (2) bids were received for F31-PWS-PW-2015-01 Pavement Markings. In accordance with the City's Purchasing Policy, Council approval is required when less than three (3) bids are received.

Recommendation:

That Council authorize the Mayor and Clerk to enter into a contract (F31-PWS-PW-2015-01) in a form satisfactory to the Director of Legal Services with Metro Pavement Markings Ltd, for the service of Pavement Markings.

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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, Corporate & Strategic Initiatives	Not required
Lanie Hurdle, Community Services	Not required
Denis Leger, Transportation, Facilities & Emergency Services	Not required
Jim Keech, President and CEO, Utilities Kingston	Not required

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Options/Discussion:

The Public Works Department tendered a request for proposal for Pavement Markings under invitation to FRP F31-PWS-PW-2015-01, and received two (2) submissions. The following table provides a breakdown of the criteria and weight applied to the evaluation of the submission.

Pricing and Related Costs	65%
Proposed Methodology (methodology/work plan 10%, product specifications 10%, safety/environmental 5%)	25%
Company Profile (experience)	7%
Ontarians with Disabilities Act, 2001	3%
Total	

The submissions received results are as follows:

Rank	Proponent	RFP Evaluation Score (out of 100)	Pavement Markings (Total RFP Price)
1	Metro Pavement Markings Ltd.	84	\$532,650.00
2	Woodbine Pavement Markings Limited	59	\$704,687.00

Previous year's price comparison is shown below without the two new added routes included in 2014 numbers for a proper financial comparison:

Year	Proponent	Pavement Markings (Total RFP Price)
2014	Metro	\$489,232.50
2013	Metro	\$489,232.50

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The overall proposal submitted by metro Pavement markings Ltd. provided a clear understanding of the scope of work to be completed as well as the required equipment to properly complete the work. They have also demonstrated their past experience in this type of application being the incumbent contractor as well as including references for similar winter control work. Metro Pavement Markings Ltd. has successfully fulfilled all requirements of the previous contract to the satisfaction of Public Works.

Staff is therefore recommending that Metro Pavement Markings Ltd. be awarded the contract for pavement markings according to the specifications contained within the RFP, which has been budgeted for.

Existing Policy/By Law:

The purchasing by-law allows for a RFP to be awarded to the lowest bid by staff when three bids have been received. Only one bid was received in this case and for this situation the by-law requires that Council approval be obtained before the work is awarded. Council awards the RFP to the lowest bidder unless there is sufficient reason to do otherwise.

By-law Number 2000-134, Purchasing By-law.

Notice Provisions:

Not Applicable

Accessibility Considerations:

No Applicable

Financial Considerations:

There are sufficient funds allocated to complete this program.

Contacts:

Troy Stubinski, Manager, Public Works Department

Other City of Kingston Staff Consulted:

Not Applicable

Exhibits Attached:

Not Applicable