

Section I – Items for Authority Action

TO: Chair and Members of the Authority
Meeting #7/18, Friday, September 28, 2018

FROM: Derek Edwards, Director, Parks and Culture

RE: **VENDORS OF RECORD FOR HERITAGE BUILDINGS SPECIALISTS – BLACK CREEK PIONEER VILLAGE FROM 2018-2020**
Contract #10008092

KEY ISSUE

Award of Contract #10008092 for the supply of on-call heritage building services at Black Creek Pioneer Village from October 1, 2018 – September 30, 2020

RECOMMENDATION

WHEREAS Toronto and Region Conservation Authority (TRCA) is the owner of Black Creek Pioneer Village (BCPV) and BCPV requires the following on-call heritage building services:

- Architectural
- Conservation and Structural Engineering
- Carpentry and Millwork
- Masonry
- Painting
- Roofing
- Stucco Replacement

AND WHEREAS in June 2018, TRCA solicited proposals through a publicly advertised process and evaluated the proposals based on vendors' profile, key personnel, certificates and associations, work examples, references and rates;

THEREFORE LET IT BE RESOLVED THAT TRCA staff establish a Vendors of Record (VOR) arrangement with four vendors in each category for the supply of on-call heritage building services, less than \$25,000 per occurrence for a two year time period from October 1, 2018 to September 30, 2020;

AND FURTHER THAT authorized TRCA officials be directed to take necessary action to implement the contract, including obtaining any required approvals and the signing and execution of any documents.

BACKGROUND

BCPV is a living history museum where 135,000+ annual visitors experience what life was like in 1860s Ontario. With more than 40 distinct heritage buildings, the museum is mandated to protect and preserve its historic collections; make its collections accessible to the public; facilitate learning through public programs; and, demonstrate a commitment to financial sustainability and stability. The building maintenance services to care for the historic buildings are ongoing and require expertise from different heritage service professionals.

To improve efficiency and reduce administrative staff time, TRCA staff is recommending establishment of a VOR arrangement for architectural, engineering, carpentry and millwork,

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masonry, painting, roofing and stucco heritage building services at Black Creek Pioneer Village for major maintenance repairs and small projects. This VOR arrangement will help ensure qualified heritage specialists are able to provide services at a competitive price while meeting TRCA's specifications and reducing administrative costs associated with conducting multiple requests for quotations and proposals.

Establishing a VOR list for heritage building services will allow authorized vendors to provide these services for a defined period of time and with fixed pricing. Staff may contact a vendor on the list to provide heritage related goods and services with a value up to \$25,000 per occurrence. Services above the \$25,000 threshold are subject to TRCA's Purchasing Policy and procurement procedures.

Vendors will be required to provide all labour, materials, equipment and supervision necessary to complete the work in accordance with applicable laws, codes, standards, terms and conditions of the Vendors of Record Agreement.

RATIONALE

Request for Proposal (RFP) for Contract #10008092 was publicly advertised on the electronic procurement website Biddingo (www.biddingo.com) on June 1, 2018. Suppliers were advised that proposals that met basic mandatory requirements (i.e. WSIB, Insurance, Conflict of Interest Declaration, etc.) would be evaluated on the following weighted criteria:

- Applicant's Information and Profile;
- Key Personnel, Certificates, and Associations;
- Work Examples;
- References; and
- Rates;

Suppliers were required to submit a Schedule of Rates comprised of rates for regular work hours for different levels of expertise and experience of staff, overtime/emergency work hours and vehicle mileage per kilometre.

TRCA staff received a total of 14 responses for architectural services; six for engineering services; 10 for carpentry and millwork; 10 for masonry; five for painting; five for roofing; and six for stucco.

The Procurement Opening Committee opened the proposals on June 22, 2018. Members of the selection committee, consisting of TRCA staff (Kate Pankov, Anita Geier and Mario Boisvert) reviewed the proposals based on a weighted scoring system consisting of 70% technical and 30% reasonableness of cost based on the above evaluation criteria.

The results of the evaluation are as follows:

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Architectural Services	
Vendor	Weighted Score % (out of 100)
Taylor Hazell Architects	86.43
James Bailey Architect	77.62
EVOQ Architects	77.37
ERA Architects	75.13
ATA Architects Inc.	75.01
MTBA Architecture	72.83
Spencer R. Higgins Architecture Inc.	71.36
Baird Sampson Neuert Architects	70.14
A+Link	70.13
George Robb Architect	69.61
Robyn Huether Inc.	66.55
Gaiimo	64.24
Arkiform Construction	45.01
Republic Architecture Inc.	Disqualified (did not meet mandatory requirements)

Conservation And Structural Engineering Services	
Vendor	Weighted Score % (out of 100)
Ojdrovic Engineering	79.34
Engineering Link	68.28
RDH	66.84
Tacoma Engineers	65.85
WSP	56.17
Arkiform Construction	53.46

Carpentry and Millwork Services	
Vendor	Weighted Score % (out of 100)
Strachan	82.83
Action Buildworks	79.89
Clifford Restoration Limited	76.81
G.V. Miller Custom Contracting	70.84
RTM	67.05
BRC Restoration	64.13
Ultimate Construction Inc.	57.82
Dj McRae Contractors	57.01
B.A. Construction and Restoration	55.80
Arkiform Construction	40.76

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Masonry Services	
Vendor	Weighted Score % (out of 100)
Strachan	90.68
RTM	88.12
Colonial Building Restoration	80.11
Ultimate Construction	80.10
BRC Restoration	78.14
Clifford Restoration	75.46
B.A. Construction and Restoration	73.84
Dj McRae Contractors	67.20
Arkiform Construction	45.10
Everest Restoration	Disqualified (did not meet mandatory requirements)

Painting Services	
Vendor	Weighted Score % (out of 100)
RTM	71.60
Clifford Restoration	70.44
Ultimate Construction	69.55
BRC Restoration	56.43
Arkiform Construction	38.08

Roofing Services	
Vendor	Weighted Score % (out of 100)
Action Buildworks	79.57
RTM	74.50
Clifford Restoration	67.73
Ultimate Construction	65.37
Arkiform Construction	42.68

Stucco Services	
Vendor	Weighted Score % (out of 100)
Clifford Restoration	78.64
Strachan	71.95
RTM	69.27
Ultimate Construction	59.07
BRC Restoration	56.84
Arkiform Construction	42.12

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The extent of the VOR list will ensure that a vendor will be available to provide goods and services within the required timelines.

BCPV staff will be provided with information to be able to contact a vendor based on their experience, qualifications and costs. Therefore, staff recommends Contract #10008092 be awarded as follows, as these are the top four highest scoring vendors in each category:

- Taylor Hazell Architects, James Bailey Architect, EVOQ Architects and ERA Architects for architectural services;
- Ojdrovic Engineering, Engineering Link, RDH and Tacoma Engineers for conservation and structural engineering services;
- Strachan, Action Buildworks, Clifford Restoration Limited and G.V. Miller Custom Contracting for carpentry and millwork services;
- Strachan, RTM, Colonial Building Restoration and Ultimate Construction for masonry services;
- RTM, Clifford Restoration, Ultimate Construction and BRC Restoration for painting services;
- Action Buildworks, RTM, Clifford Restoration and Ultimate Construction for roofing services; and
- Clifford Restoration, Strachan, RTM and Ultimate Construction for stucco services.

FINANCIAL DETAILS

The total two-year value of this contract is estimated to be \$400,000 based on a review of work completed in previous years. An increase or decrease in workload will have an impact on the amount of this contract. Vendors understand the potential cost and resource implications associated with changes in workload. The services will be provided on an “as required” basis with no minimum hours or quantity of work guaranteed.

Funds required for the contract are available through the City of Toronto and are identified in BCPV's 2018, 2019 and 2020 capital and operating budgets.

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