

**RE: AWARD OF CONTRACT FOR WESTMINSTER AVENUE / WOLSELEY  
AVENUE STREETScape IMPROVEMENTS, BID OPPORTUNITY NO. 452-2005**

**APPROVED FOR SUBMISSION TO THE DIRECTOR OF THE  
PLANNING, PROPERTY AND DEVELOPMENT DEPARTMENT**

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C. Knoll, Manager  
Planning and Land Use Division

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Attachment

September 28, 2005

APPROVED BY:

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H. Finnigan, Director  
Planning, Property and Development Department

Date: \_\_\_\_\_

cc: M. Ruta, Corporate Controller, Corporate Finance Department  
U. Goeres, Manager of Legal Services/City Solicitor, Corporate Services Department  
B. D'Avignon, Manager of Materials, Corporate Finance Department

## **ADMINISTRATIVE REPORT**

**RE: AWARD OF CONTRACT FOR WESTMINSTER AVENUE / WOLSELEY AVENUE STREETScape IMPROVEMENTS, BID OPPORTUNITY NO. 452-2005**

**FOR SUBMISSION TO:** Director of Planning, Property and Development Department

**ORIGINAL REPORT SIGNED BY:** Manager of Planning and Land Use Division

**REPORT DATE:** September 28, 2005

### **RECOMMENDATION:**

That a Contract be awarded to J & D Penner Ltd., which firm submitted the lowest evaluated responsive bid meeting all requirements of the published Bid Opportunity Package, in the estimated amount of \$357,098.00 (exclusive of GST), based on the unit prices identified in the low bidder's bid submission for Westminster Avenue / Wolseley Avenue Streetscape Improvements, Bid Opportunity No. 452-2005.

### **REPORT SUMMARY:**

#### **Key Issues:**

Authority for award of contract less than \$2,000,000.00 has been delegated to the Director.

#### **Implications of the Recommendation(s):**

##### **General implications:**

- None**
- For the organization overall &/or for other departments**
- For the community and/or organizations external to the City**
- Involves a multi-year contract**

**Comment(s):**

##### **Policy implications:**

- No**
- Yes** **Comment(s):**

##### **Environmental implications:**

- No**
- Yes** **Comment(s):**

##### **Human Resources implications:**

- No**
- Yes** **Comment(s):**

##### **Financial implications:**

- Within approved current and/or capital budget**
- Current and/or capital budget adjustment required**

**REASON FOR THE REPORT:**

As the amount does not exceed \$ 2,000,000.00 and there are sufficient funds in a budget approved by Council, the Director of Planning, Property and Development can award the contract as delegated in Administrative Directive FM-002.

**HISTORY:**

Following due process, in February 2004 the Policy Committee of the Building Communities Initiative approved the Community Strategic Plan for the Wolseley Community. This plan served to identify the key needs and issues for the neighbourhood, ultimately resulting in a prioritized list of capital works and budgets, which included two (2) streetscape improvement projects.

Local Business Community Streetscaping	\$360,000
Wolseley Neighbourhood Beautification	\$100,000

On April 16, 2004, Hilderman Thomas Frank Cram was retained by the Planning, Property and Development Department for the provision of professional design services in conjunction with these projects.

On August 17, 2005, Materials Management Branch published a public request for bids for Westminster Avenue / Wolseley Avenue Streetscape Improvements, Bid Opportunity No. 452-2005.

**DISCUSSION:**

Final receipt of bids for Bid Opportunity No. 452-2005 was 12:00 noon on Friday, September 16, 2005. Two (2) bids were received as follows:

J & D Penner Ltd.	\$ 357,098.00
J. C. Paving Ltd.	\$ 411,550.50

Based on the bid submission by J & D Penner Ltd., the total cost of the above referenced project, including contract works is estimated to be \$357,098.00.

The bid submission recommended for acceptance is the lowest evaluated responsive bidder, J & D Penner Ltd., meeting all requirements of the bid opportunity package.

The Contract Administrator and the Planning, Property and Development Department have determined that J & D Penner Ltd. has the necessary skills and resources to perform all the work in accordance with the requirements of the bid opportunity package.

The proposed Contractor is registered in the Certificate of Recognition (COR) program with the Manitoba Heavy Construction Association.

The Project Management Coordinator has instructed J & D Penner Ltd. to provide a Safe Work Plan for this project. The Department's Safety Officer will review the Safe Work Plan. If there are any deficiencies, the proposed Contractor will be instructed to make improvements. If satisfactory progress is not made, then it may be necessary to issue a stop work order and/or to terminate the Contract for breach.

<u>Projects Approved Funding:</u>	<u>\$ 460,000.00</u>
Local Business Community Streetscaping	\$ 360,000
Wolseley Neighbourhood Beautification	\$ 100,000
<u>Current Additional Expenditure Commitments:</u>	<u>(\$ 60,100.00)</u>
Hilderman Thomas Frank Cram	\$ 60,100
<u>Estimated Contract Cost:</u>	<u>(\$ 357,098.00)</u>
J & D Penner Ltd. Bid Submission	\$ 357,098
<u>Balance / Construction Contingency</u>	<u>\$ 42,802.00</u>

The lapse date for the award of this Contract is November 16, 2005.

The Manager of Materials had advised that the J & D Penner Ltd. bid submission was accompanied by a bid bond and an agreement to bond and has been certified by Legal Services.

Attached hereto is a copy of the Bid Opening Summary and the Consultant's Award Recommendation Letter. Also submitted is the successful bidder's submission, and appropriate letters for signature.

**FINANCIAL IMPACT STATEMENT:**

The Manager of Support Services Division, Planning, Property and Development Department, has indicated that Financial Impact Statements are not required for contract reports approved by the Department Director.

**IN PREPARING THIS REPORT THERE WAS CONSULTATION WITH, AND CONCURRENCY BY:**

Hilderman Thomas Frank Cram

**THIS REPORT SUBMITTED BY:**

Prepared by: Tom Fred, Planning, Property and Development  
File No. Bid Opportunity No. 452-2005

**Financial Impact Statement**

**Date:** September 28, 2005

**Project Name:** **First Year of Program** 0

Bid Opportunity No. 452-2005, Westminster Avenue / Wolseley Avenue Streetscape Improvements

	<u>0</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>
<b>Capital</b>					
Capital Expenditures Required	\$ -	\$ -	\$ -	\$ -	\$ -
Less: Existing Budgeted Costs	-	-	-	-	-
Additional Capital Budget Required	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<b>Funding Sources:</b>					
Debt - Internal	\$ -	\$ -	\$ -	\$ -	\$ -
External	-	-	-	-	-
Grants (Identify)	-	-	-	-	-
Reserves, Equity, Surplus, Other	-	-	-	-	-
Total Funding	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total Additional Capital Budget Required	<u>\$ -</u>				
Total Additional Debt Required	<u>\$ -</u>				
<b>Current Expenditures/Revenues</b>					
Direct Costs	\$ -	\$ -	\$ -	\$ -	\$ -
Less: Incremental Revenue/Recovery	-	-	-	-	-
Net Cost/(Benefit)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Less: Existing Budget Amounts	-	-	-	-	-
Net Budget Adjustment Required	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<b>Additional Comments:</b>					

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 "Original signed by"  
 Mike McGinn, CA  
 Manager of Finance