



City of  
**Peterborough**

---

**To:** **Members of the Committee of the Whole**

**From:** **W.H. Jackson, Director of Utility Services**

**Meeting Date:** **July 24, 2017**

**Subject:** **Report USWM17-005  
Award of Request for Proposals P-01-17 for Equipment and  
Labour Rates at Waste Management Facilities for the City of  
Peterborough**

---

## **Purpose**

A report to recommend award of Request for Proposals P-01-17 for Equipment and Labour Rates at Waste Management Facilities for the City of Peterborough.

## **Recommendations**

That Council approve the recommendations outlined in Report USWM17-005, dated July 24, 2017 of the Director of Utility Services as follows:

- a) That Request for Proposals P-01-17 for Labour and Equipment at Waste Management Facilities for the City of Peterborough, be awarded to Kawartha Capital Construction, 580 Ashburnham Drive Peterborough, ON K9L 2A2 for the period August 1, 2017 to August 1, 2019 at an annual estimated cost of \$63,560.00 plus HST of \$8,262.80 for a total cost of \$71,822.80; and
- b) That the contract be extended for two optional one-year extensions subject to satisfactory performance, budget availability and successful pricing negotiations.

## Budget and Financial Implications

The total annual cost of \$64,678.66 (net of HST rebate) for Proposal P-01-17, for Equipment and Labour Rates at Waste Management Facilities for the City of Peterborough is calculated as described in the following table and can be accommodated within the uncommitted balance of the 2017 budget. Future budget submissions will include the estimated cost for this work.

<b>Equipment/ Labour</b>	<b>Price Per Hour</b>	<b>Estimated Hours on an Annual Basis</b>	<b>Estimated Annual Cost (Rounded)</b>
Backhoe	\$ 85.00	160	\$13,600.00
Bulldozer	\$ 88.00	80	\$ 7,040.00
Tandem Dump	\$ 73.00	80	\$ 5,840.00
Tri-Axle Dump	\$ 85.00	120	\$10,200.00
Skilled Labour	\$ 50.00	80	\$ 4,000.00
Foreman	\$ 70.00	80	\$ 5,600.00
Excavator	\$108.00	160	\$17,280.00
<b>Sub Total</b>			<b>\$63,560.00</b>
HST Payable			\$ 8,262.80
<b>Grand Total</b>			<b>\$71,822.80</b>

## Background

### Brief Description of the Work

The City of Peterborough Waste Management Facilities requires a contractor to carry out work such as landscaping, trench excavation, seep repairs, hauling and general maintenance.

### Procurement Type, Closing Date, Prepared by, Reviewed by

Request for Proposal P-01-17 was released on May 25, 2017 and closed on June 25, 2017. The RFP was prepared and evaluated by the Coordinator of Waste Operations and the Director of Utility Services.

### RFP Statement

This solicitation process was a Request for Proposals where a number of criteria were used to evaluate submissions. The criteria and their relative weighting were clearly set out in the RFP document. Part 6.5.3.i of the City's Purchasing By-law 14-127 states that "as price is only one of the criteria evaluated, the award report will show the rating summary for each proponent and the total points. The award report will disclose the price of the recommended supplier but not the price submitted by other proponents.

## RFP Bidder Submission Evaluation Chart

Chart 1 below provides a summary of the RFP results:

### Chart 1 RFP P-01-17 Equipment and Labour Rates

Evaluation Criteria	Maximum Score	Drain Brothers	Kawartha Capital
Relevant Work Experience	15	15	14
Resources/Equipment/Management	15	15	14
Pricing	70	66	70
<b>Rating Total</b>	<b>100</b>	<b>96</b>	<b>98</b>
<b>Ranking</b>		<b>2</b>	<b>1</b>

### Recommended

Kawartha Capital Construction has provided the best overall submission. The proponent scored well on the qualifications, experience and project plan sections of the RFP. Kawartha Capital Construction has successfully worked with the City of Peterborough in the past, most recently at the City leaf & yard waste facility on Harper Road in 2016.

### Timelines

If the recommendation is approved, the purchase will be confirmed via a purchase order before the work commences.

The contractor will commence the work on August 1, 2017

## Summary

Request for Proposals, P-01-17 meets all the criteria that allow it to be awarded by the ASC in accordance with its delegated authority as set out in the Purchasing By-law 14-127 and as described in this report.

Submitted by,

W. H. Jackson, P. Eng.  
Director Utility Services

Contact Name:  
Don Briand  
City Coordinator of Waste Operations  
Phone 705-742-7777 ext 2152  
Toll Free: 1-855-738-3755  
E-mail address: [dbriand@peterborough.ca](mailto:dbriand@peterborough.ca)