

Date: 2024-02-06

Subject: **Request To Begin Procurement – Winter Maintenance Services**

Contact: Sam Mattina, Manager, Contracts, Operations Planning and Projects

Report Number: Public Works & Engineering-2024-128

Recommendations:

1. That the report from Sam Mattina, Manager, Contracts, Operations Planning and Projects, Road Maintenance, Operations and Fleet to the Council Meeting of February 7th, 2024, re: **Request To Begin Procurement – Winter Maintenance Services**, be received; and
2. That the Purchasing Agent be authorized to begin procurement for Winter Maintenance Services within the City of Brampton.

Overview:

- **Staff require Council authorization to commence the procurement for winter maintenance services.**
- **On November 29, 2023, the Committee of Council referred the report to a Council workshop. At the Council workshop on January 10, 2024, Council discussed additional services and options for the new winter maintenance services contract.**
- **Staff revised the report for the Council meeting on January 24, 2024, which was referred to a Council meeting in February 2024. Staff have provided the requested additional information for consideration in the attachment to this report.**
- **The current winter maintenance contract is in its final contract year and has options to renew for one, two-year period and a further one-year period. Staff will negotiate an extension of the existing contract for the 2024-2025 winter season.**

- **The new contract is anticipated to be awarded in the summer 2024 to allow sufficient time for the purchase of new equipment by the successful contractors for the start of the contract in November 2025.**
- **The Council approved 2024 Operating Budget was based on the current contract and service levels. Any additional provisions that create funding shortfalls will be funded through operating reserves.**

Background:

The City provides and maintains safe and passable roads, sidewalks, school crossings, and transit stops during the winter season as per the Province of Ontario's legislated Minimum Maintenance Standards for Municipal Highways, O. Reg. 239/02.

In 2020, Brampton City Council increased service levels on local roads from 7.5 cm snow accumulation to 5 cm, with crews dispatched sooner during a winter weather event. The current contract for winter maintenance service provides winter services to keep the roads, sidewalks, transit stops, Parks trails, and school crossings safe and passable in winter.

Council Discussion on Winter Maintenance

Staff prepared a report to proceed with the procurement of a new winter maintenance services contract for the Committee of Council meeting on November 29, 2023. The report was referred to a Council workshop for further discussion and input from Council.

At the Council workshop on January 10, 2024, Council discussed additional services and options, such as City-wide sidewalk clearing, windrow removal, contract administration, and expanding service levels.

At the Council meeting on January 24, 2024, Council directed staff to provide additional information for consideration and referred the report to February 2024.

On January 31, 2024, the City hosted a telephone town hall for residents to listen in and ask questions about snow removal services.

Current Situation:

The current winter maintenance service contract was awarded for a seven-year period and expires in April 2024. The current winter maintenance contract is in its final contract year and has options to renew for one, two-year period and a further one-year period.

Staff will negotiate a one-year renewal option for winter 2024/2025 to allow time to develop the deployment strategy and allow the new vendors sufficient time to procure new equipment (no more than two years) that will be required for the new contract.

New Contract Administration

The City is proposing three contract period options to secure vendors with varying terms. In the new contract, snow plowing on arterials and collectors will be divided into two contracts and the local roads will be divided into multiple contracts across the City.

Specifications for the new contract have been enhanced to ensure quality assurance and control. The new contract will be designed to maintain the current winter maintenance services being delivered and may include provisional expansion services for the following:

- Windrow removal on local roads;
- City-wide sidewalk plowing;
- Regional roads; and
- Active transportation infrastructure, such as bike lanes.

The new contract will include considerations related to Active Transportation infrastructure, and the expansion of sidewalk plowing to include the frontage of all city schools. Additionally, the new contract will also include the continuation of up-to-date technology and improvements to deployment strategies intended to mitigate the development of windrows on local residential roads.

Any damages caused by contractors' operations, or failure to repair or repay, will be deducted from progress payments due to the contractor on the next payment release.

Updated Service Deployment

As a pilot in 2023-24, and to be included in the new contract, continuous snow plowing will begin on local roads at 5 cm of snow accumulation to achieve safe and passable roads and to reduce windrow height through more frequent plowing.

Corporate Implications:

Financial Implications:

The funding required for the current winter maintenance service contract is available within the Public Works and Engineering approved 2024 Operating Budget. The budget request was based on the assumption that the optional years under the existing contract would be utilized to maintain the current service levels. Consequently, the 2024 approved budget does not include provisions for the new contract and provisional expansion services indicated in the report.

Should Council endorse this report, adjustments will likely be necessary in the future Operating Budgets to accommodate the new contract amounts.

Furthermore, if Council approves the provisional expansion services mentioned in this report, the 2025 and subsequent year Operating Budgets will need to be increased to incorporate these services as well.

Purchasing Implications

A public Request for Proposal process will be conducted to pre-qualify contractors in accordance with the published evaluation process set out in the procurement document. Based on the award strategy described in the procurement document, the lowest-priced Proposals submitted by the pre-qualified contractors will be eligible for contract award. The contract will be awarded to multiple contractors, allowing for a geographical split of the responsibilities. Contract award is anticipated for summer 2024.

This procurement process will reduce the overall procurement process timeline, allowing the successful contractors to obtain new equipment in time for the 2025-2026 winter season thus avoiding any potential contractual disruptions.

Purchase approval shall be obtained in accordance with the Purchasing By-law.

All communication with bidders involved in the procurement must occur formally, through the contact person identified in the bid document.

Strategic Focus Area:

The new contract for winter maintenance services will support the City's Transit and Connectivity by ensuring roads are safe and passable for Brampton residents during the winter months.

Conclusion:

This report recommends that the Purchasing Agent be authorized to commence with the procurement of winter maintenance services as described in this report.

Authored by:

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Attachment: Supplementary Information