

Date: 2023-11-21

Subject: **Request To Begin Procurement – Winter Maintenance Services for a Ten-Year Period**

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

Report Number: Public Works & Engineering-2023-1036

Recommendations:

1. That the report from Sam Mattina, Manager, Contracts, Operations Planning and Projects, Road Maintenance, Operations and Fleet to the Committee of Council Meeting of November 29th, 2023, re: **Request To Begin Procurement – Winter Maintenance Services for a Ten-Year Period**, be received;
2. That the Purchasing Agent be authorized to begin a pre-qualification process for Winter Maintenance Services for a Ten-Year period within the City of Brampton; and
3. That the Purchasing Agent be authorized to begin a tender process for Winter Maintenance Services for a Ten-Year period within the City of Brampton, following the pre-qualification process.

Overview:

- **The current winter maintenance contract is in its final contract year. For the 2024/2025 winter maintenance season, staff require Council authorization to commence the procurement for winter maintenance services for a ten-year period, with options to renew for two additional one-year terms.**
- **Upon Council approval of this report, a pre-qualification process will commence to shortlist qualified vendors, followed by a tender process, with the anticipated award of the new contract in June 2024.**
- **Prior to the tender being issued, staff will coordinate a Council Workshop to discuss with Council additional services and options, such as City-wide sidewalk clearing, windrow removal, and expanding collector road service level to local roads.**

- **The 2024 Operating Budget request was developed based on the current contract and service levels and does not include provisions for a new tender. Any additional funding required for the new contract will be subject to further Council approval.**

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 and school crossings safe and passable in winter.

The City has proposed ten-year contract period to secure a vendor for a longer term than the previous contract at a reasonable cost. Other municipalities with a ten-year contract period include Mississauga, Vaughan and Toronto.

Current Situation:

The current winter maintenance service contract was awarded for seven-year period and expires in April 2024. Staff propose a prequalification process, followed by a tender process for a new contract, to be awarded for a ten-year period, plus two additional one-year terms, through a competitive procurement process.

Specifications in the new tender have been enhanced to ensure quality assurance and control. The new contract has been designed to maintain the current winter maintenance services being delivered and includes provisional expansion services for the following:

- Windrow removal in local roads;
- City wide sidewalk plowing;
- Regional road takeover in January 2025; and
- Active transportation infrastructure, such as bike lanes.

The new contract will include considerations related to Active Transportation infrastructure, (new bike lanes) and the associated snow removal requirement. Additionally, the new contract will also include the continuation up-to-date technological improvements to deployment strategies.

Staff will commence a pre-qualification process immediately following Council approval of this report to narrow down the list of potential vendors, with the anticipated award of the new contract to be made in June 2024. Staff will ensure the tender process begins early to allow the successful vendors to meet their contractual commitments by ordering and obtaining equipment in time for the 2024-2025 winter season and avoid any potential disruptions.

Prior to tender being issued, staff will coordinate a Council Workshop to discuss additional services and options.

Corporate Implications:

Financial Implications:

The funding required for the current winter maintenance service contract is allocated within the Public Works and Engineering's approved 2023 Operating Budget. The budget request for 2024-2026 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 Operating Budget does not include provisions for a new tender.

The budget impact will be partial in 2024, as only two months of winter operations (November to December) will fall under the new contract. Hence, any funding shortfall in 2024 either will need to be absorbed by the department or will require council approval for additional funding. Adjustments will likely be necessary in the 2025 Operating Budget to accommodate the new contract amounts.

Furthermore, if Council approves the additional provisional services of City-wide sidewalk clearing, residential windrow removal and plowing of local roads simultaneously with Collector Roads, the 2024 and subsequent year Operating Budgets will need to be increased to incorporate these services as well.

Purchasing Implications:

A public procurement process will be conducted to pre-qualify contractors and submissions will be evaluated in accordance with the published evaluation process within the procurement document.

A subsequent tender process will be conducted with the pre-qualified contractors and the lowest compliant bids based on the award strategy will be eligible for contract award. The contract will be awarded, at a minimum, to two contractors. This would allow for a geographical split of the responsibilities.

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 for winter maintenance services for a ten-year period with the option to renew for two additional one-year terms as described in this report.

Authored by:

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