



Council Report

Report Number: PUR2023-008
Meeting Date: April 18, 2023
Title: Request for Quotation 2023-04-OQ Road Marking Services
Multi-Year
Author and Title: Marielle van Engelen, Buyer

Recommendation(s):

That Report PUR2023-008, **Request for Quotation 2023-04-OQ Road Marking Services – Multi-Year Contract**, be received;

That Stoneline Ltd., be awarded RFQ 2023-04-OQ Road Marking Services – Multi-Year for the estimated cost of \$149,740 (not including HST) for the initial term;

That Council authorize the option to renew the contract, after the initial term, for an additional four (4) one (1) year terms, based upon successful completion of the initial term and each subsequent renewals, annual budget approval, Consumer Price Index increase of not more than 3% and mutual agreement;

That subject to receipt of the required documents, the Mayor and Clerk be authorized to execute the agreement; and

That the Procurement Division be authorized to issue a purchase order.

Department Head: _____

Financial/Legal/HR/Other: _____

Chief Administrative Officer: _____

Background:

Request for Quotation 2023-04-OQ Road Marking Services – Multi- Year was released for advertising in accordance with the purchasing policy. The quotation closed on March 9, 2023 and was opened by Launa Macey, Supervisor Procurement Services with the following results:

Company	Estimated Annual Quotation Not Including HST
Stoneline Ltd.	\$149,740.00
Lafrentz Road Services	\$193,910.00
Upper Canada Road Services Inc.	\$202,023.86

Submissions were checked for compliancy to the quotation. References were checked and found to be satisfactory.

As per the Purchasing Policy, procurement awards for operational contracts with an aggregate value of a \$100,000 or greater must be approved by Council if the recommendation encumbers future operating budgets.

Rationale:

The City of Kawartha Lakes Public Works Department utilizes this service to ensure that the City’s roads have the required road markings installed in accordance with the Ontario Traffic Manual and the Highway Traffic Act. By providing a visual representation of the legally permissible action, these markings aid local traffic with parking, turning and stopping, for example.

Staff recommends that Stoneline Ltd., be awarded RFQ 2023-04-OQ Road Marking Services – Multi-Year for the estimated cost of \$149,740.00 (not including HST) for the initial term.

Staff also recommends that Council authorize the option to renew the contract, after the initial term, for an additional four (4) one (1) year terms, based upon successful completion of the initial term and each subsequent renewal, annual budget approval, Consumer Price Index increase of not more than 3% and mutual agreement.

Other Alternatives Considered:

No other alternative is being considered as the recommendation to award was achieved through an open, fair and transparent competitive procurement process.

Alignment to Strategic Priorities

Road Marking Services fall under the strategic plan of “Good Government”. This service is important to ensure the municipal roadways are maintained by complying with all provincial/federal legislations such as the Highway Traffic Act and Ontario Traffic Manual.

Financial/Operation Impacts:

Funds for road marking services are allocated in the 2023 Public Works –Roads Operating budget. Staff will ensure that there are sufficient funds allocated for this work in future operating budgets. The procurement document requested unit pricing for the specific road marking and the services are on an as required basis.

Consultations:

Senior Engineering Technician

Department Head email: brobinson@kawarthalakes.ca

Department Head: Bryan Robinson, Director of Public Works

Department File: RFQ2023-04-OQ