Minute No. 81
Report – Standing Policy Committee on Infrastructure Renewal and Public Works – November 20, 2018

Item No. 4 **Approval of Contract for Bid Opportunity 342-2018 - Provision of Parking Enforcement/Vehicle for Hire Enforcement, and Communication Services**

COUNCIL DECISION:

Council concurred in the recommendation of the Standing Policy Committee on Infrastructure Renewal and Public Works and adopted the following:

1. That the City award, enter into, execute, and deliver a contract to G4S Solutions (Canada) Ltd. in the amount of $5,871,593.57 plus applicable GST and MRST for the provision of parking enforcement/vehicle for hire enforcement and communication services (the "Contract"), and such other agreements as determined necessary by the City Solicitor / Director of Legal Services to implement the intent of the foregoing (the "Ancillary Agreements").

2. That authority be delegated to the Chief Administrative Officer to negotiate and approve the terms and conditions of the Contract and the Ancillary Agreements, in accordance with this report and such other terms and conditions deemed necessary by the City Solicitor / Director of Legal Services to protect the interests of the City.

3. That the Proper Officers of the City do all things necessary to implement the foregoing.

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DECISION MAKING HISTORY:

Moved by Councillor Allard,

That the recommendation of the Standing Policy Committee on Infrastructure Renewal and Public Works be adopted by consent.

Carried

EXECUTIVE POLICY COMMITTEE RECOMMENDATION:

On December 5, 2018, the Executive Policy Committee concurred in the recommendation of the Standing Policy Committee on Infrastructure Renewal and Public Works and submitted the matter to Council.

STANDING COMMITTEE RECOMMENDATION:

On November 20, 2018, the Standing Policy Committee on Infrastructure Renewal and Public Works concurred in the recommendation of the Winnipeg Public Service and submitted the matter to the Executive Policy Committee and Council.

ADMINISTRATIVE REPORT

Title: Approval of Contract for Bid Opportunity 342-2018 - Provision of Parking Enforcement/Vehicle for Hire Enforcement, and Communication Services

Critical Path: Standing Policy Committee on Infrastructure Renewal and Public Works – Executive Policy Committee – Council

AUTHORIZATION

Author	Department Head	CFO	CAO
R. Arabsky	R. Topolniski	L. Pablo, Acting CFO	D. McNeil

EXECUTIVE SUMMARY

The Winnipeg Parking Authority issued RFP 342-2018 for combined Bylaw Enforcement Services for Parking, Vehicle for Hire and Communication Service. Three bids were deemed responsive with G4S Secure Solutions (Canada) Ltd as the bidder who submitted the most advantageous offer. This contract is required for the period of January 1st 2019 to September 30th 2020.

RECOMMENDATIONS

1. That the City award, enter into, execute, and deliver a contract to G4S Solutions (Canada) Ltd. in the amount of $5,871,593.57 plus applicable GST and MRST for the provision of parking enforcement/vehicle for hire enforcement and communication services (the “Contract”), and such other agreements as determined necessary by the City Solicitor / Director of Legal Services to implement the intent of the foregoing (the “Ancillary Agreements”).

2. That authority be delegated to the Chief Administrative Officer to negotiate and approve the terms and conditions of the Contract and the Ancillary Agreements, in accordance with this report and such other terms and conditions deemed necessary by the City Solicitor / Director of Legal Services to protect the interests of the City.

3. That the Proper Officers of the City do all things necessary to implement the foregoing.

REASON FOR THE REPORT

As the contract commits funding beyond 2018, Council must approve the report.

IMPLICATIONS OF THE RECOMMENDATIONS

The financial impact of the recommendation, $5,871,593.57 plus applicable GST and MRST for the period of January 1st 2019 to September 30th 2020, is detailed in the Financial Impact Statement.

HISTORY/DISCUSSION

The Winnipeg Parking Authority's (WPA) mandate requires enforcement of the Winnipeg Parking Bylaw, the Vehicle for Hire (VFH) bylaw and various other provisions within other City of Winnipeg bylaws such as the Street, Zoning and Fire Prevention Bylaws and provide a continuation of service related to the bylaws. A contract is required for the period of January 1st 2019 to September 30th 2020.

The primary services provided through the Contract include:

- Enforcement of all parking regulations, by-laws and procedures in accordance with the policies of the Winnipeg Parking Authority, patrol assigned locations and issue citations to illegally parked cars;

- Monitor radio traffic, computer and application systems, assign complaints for investigation, monitor security cameras for parkades/lots and WPA office and assign patrols to investigate suspicious activity;

- Enforcement of all Vehicle For Hire regulations, by-laws and procedures, respond to all incidents involving VFH including video/audio downloads based on complaint criteria, complete and electronically log incident reports, issue citations to vehicles and individuals not in compliance with the VFH by-law, and monitor taxi operations to ensure compliance of the bylaw; and

- Provide first level support for the compliance technology (officer equipment) and new technology implementation, provide basic support to the Automatic Licence Plate Reader vehicle equipment and system, provide technology plan in preparation for any special events and Residential Parking Bans.

The Winnipeg Parking Authority issued RFP 342-2018, which combined both the provision of Enforcement Contract Services, Vehicle for Hire Enforcement and the provision of Communication Contract Services. The deadline for submissions was July 19th, 2018.

Three bids were received, all of which were deemed responsive. G4S Secure Solutions (Canada) Ltd submitted the most advantageous offer.

The low bid in this process had several issues related to the proponents experience and deficiencies within the operating plan. A synopsis of the scoring is as follows.

Certain information is removed to protect the confidentiality of the Proponents' proposals.

Bidder 1 – Operating Plan 25.71/50 – Total 71.91
Bidder 2 – Operating Plan 46.66/50 – Total 95.14
Bidder 3 – Operating Plan 26.13/50 – Total 66.31

The contract is for a twenty one month term, with an expiry date of September 30th, 2020 and includes four (4) mutually agreed upon one (1) year extensions.

The award amount is $5,871,593.57 (plus GST of $293,579.66 & MRST of $45,250.12 on applicable hours) over 21 months.

Year 1 - $2,441,999.14 (9 months)
Year 2 - $3,429,594.43

As this is a Request for Proposal, the requirement for Bid Security was waived by the Manager of Materials for this purchase in accordance with the authority delegated to the Manager of Materials pursuant to Administrative Standard FM-002.

The Contract Administrator has reviewed the work with the recommended bidder and is satisfied they have the necessary resources and experience to perform the work of the contract in accordance with the requirements of the bid opportunity.

FINANCIAL IMPACT

Financial Impact Statement

Date: October 29, 2018

Project Name:

First Year of Program 2019

Approval of Contract Award for Bid Opportunity 342-2018 Provision of Parking and Vehicle for Hire Enforcement and Communication Services

	2019	2020	2021	2022	2023
Capital					
Capital Expenditures Required	$ -	$ -	$ -	$ -	$ -
Less: Existing Budgeted Costs	-	-	-	-	-
Additional Capital Budget Required	$ -	$ -	$ -	$ -	$ -
Funding Sources:					
Debt - Internal	$ -	$ -	$ -	$ -	$ -
Debt - External	-	-	-	-	-
Grants (Enter Description Here)	-	-	-	-	-
Reserves, Equity, Surplus	-	-	-	-	-
Other - Enter Description Here	-	-	-	-	-
Total Funding	$ -	$ -	$ -	$ -	$ -
Total Additional Capital Budget Required	$ -				
Total Additional Debt Required	$ -				
Current Expenditures/Revenues					
Direct Costs	$ 3,324,810	$ 2,592,034		$ -	$ -
Less: Incremental Revenue/Recovery	-	-	-	-	-
Net Cost/(Benefit)	$ 3,324,810	$ 2,592,034	$ -	$ -	$ -
Less: Existing Budget Amounts	3,324,810	2,592,034		-	-
Net Budget Adjustment Required	$ -	$ -	$ -	$ -	$ -

Additional Comments: Direct costs, in each year, consist of the estimate annual costs associated with the new contract (including total estimated MRST of $45,250.12 on the applicable hours), for the period January 1, 2019 to September 30, 2020. GST estimated at $293,579.68 is extra.

original signed by

Lioubov Gavrilova-Crozier, CPA, CA
A/Manager of Finance

CONSULTATION

Legal Services Department (as to legal issues)
Materials Management

OURWINNIPEG POLICY ALIGNMENT

Our Winnipeg – Safety and Security

SUBMITTED BY

Department: Winnipeg Parking Authority
Division: Enforcement
Prepared by: R. Arabsky
Date: October 29th 2018
File No: WPA-028-2018