



**City of Kingston
Report to Council
Report Number 21-246**

To: Mayor and Members of Council
From: Brad Joyce, Commissioner, Transportation & Public Works
Resource Staff: Jeremy DaCosta, Director, Transit Services
Date of Meeting: October 19, 2021
Subject: Award of Contract – Design, Supply, and Installation of Transit Stations for Kingston Transit

Council Strategic Plan Alignment:

Theme: Corporate business

Goal: See above

Executive Summary:

The purpose of this report is to seek Council approval to award a contract to Enseicom Inc. to design, supply, and install 16 transit stations for Kingston Transit. Transit stations are larger, more significant structures that will replace existing bus shelters at various Kingston Transit Express bus stop locations. The first transit stations will be installed in 2022 with additional installations in 2023 and 2024.

The City received funding approval for approximately 73% of the construction and installation of these stations from the Investing in Canada Infrastructure Program (ICIP) – Public Transit Stream.

One compliant submission was received and evaluated in response to Request for Proposal (RFP) F18-CS-FMCS-2021-09. It is recommended that F18-CS-FMCS-2021-09 for Design, Supply, and Installation of Transit Stations for Kingston Transit be awarded to Enseicom Inc.

Recommendation:

That Council authorize the Mayor and Clerk to enter into an agreement with Enseicom Inc., in a form satisfactory to the Director of Legal Services, for the design, supply, and installation of transit stations for Kingston Transit, as well as any related amendments thereto or other documents required to complete the work as directed by the Director, Transit Services.

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Authorizing Signatures:

ORIGINAL SIGNED BY COMMISSIONER

**Brad Joyce, Commissioner,
Transportation & Public Works**

ORIGINAL SIGNED BY CHIEF
ADMINISTRATIVE OFFICER

**Lanie Hurdle, Chief
Administrative Officer**

Consultation with the following Members of the Corporate Management Team:

Paige Agnew, Commissioner, Community Services	Not required
Craig Desjardins, Acting Commissioner, Corporate Services	Not required
Peter Huigenbos, Commissioner, Business, Environment & Projects	Not required
Jim Keech, President & CEO, Utilities Kingston	Not required
Desirée Kennedy, Chief Financial Officer & City Treasurer	Not required

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Options/Discussion:

The City received funding approval from the Investing in Canada Infrastructure Program (ICIP) – Public Transit Stream for the construction and installation of 16 transit stations. The funding represents approximately 73% of the full project costs which includes the stations and the required site works such as concrete and electrical hookups. This report is recommending a contract award for the design, supply, and installation of the stations.

Transit stations are larger, more significant structures that will replace existing bus shelters at various Kingston Transit Express bus stop locations. Public engagement was completed to inform the design of the transit stations. The results are available at the City's Get Involved Engagement website. The first transit stations will be installed in 2022 with additional installations in 2023 and 2024.

The Facilities Management Construction Services department is assisting transit with this project. A Request for Proposals (F18-CS-FMCS-2021-09) for the Design, Supply, and Installation of Transit Stations for Kingston Transit was advertised on Biddingo and closed on July 7, 2021. One submission was received and evaluated by the three members of the Facilities Management & Construction Services and Transit Services team.

Below is a summary of the RFP submission received and the evaluation score based on the evaluation criteria.

Rank	Proponent	Cost	Score
1	Enseicom Inc.	\$2,879,308	78.2

It is being recommended that the contract be awarded to Enseicom Inc., having met all the technical requirements of the RFP.

In accordance with Section 3.4 (iv) of By-law Number 200-134, "A By-law to Establish Purchasing Policies and Procedures for the City of Kingston", Council approval is required when less than three valid responses from vendors are received.

The Investing in Canada Infrastructure Program (ICIP) Public Transit Stream is providing approximately \$8.3 billion in federal funding and \$7.3 billion in provincial funding across Ontario. This significant level of funding increases the risk that firms supplying goods and services to the transit industry will not be able to meet the overall increase in demand for items such as stations/shelters. Following the closing of the RFP, vendors were contacted within our region and outside of the province and they expressed high workloads and current commitments as the main reason for not submitting a bid.

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Existing Policy/By-law:

Section 3.4 (iv) of By-law Number 200-134, "A By-law to Establish Purchasing Policies and Procedures for the City of Kingston", as amended.

Notice Provisions:

None

Accessibility Considerations:

The design of the transit stations will comply with accessibility requirements identified in the Ontario Building Code, AODA Design of Public Spaces standards, and City of Kingston Facility Accessibility Design Standards (FADS). The City's Municipal Accessibility Advisory Committee (MAAC) will be consulted on the final station design.

Financial Considerations:

There are sufficient funds available in the approved capital budget to proceed with the award of a contract as recommended in this report.

Contacts:

Jeremy DaCosta, Director, Transit Services, 613-546-4291 extension 1310

Other City of Kingston Staff Consulted:

Andrew Morton, Transit Service Project Manager, Transit Services

Exhibits Attached:

None