



**STAFF REPORT  
ACTION REQUIRED**

**Request for Quotation 3707-08-0119  
Right of Way Maintenance on City of Toronto Roads,  
Mowing of Grass, in various locations within  
Scarborough District**

<b>Date:</b>	May 6, 2008
<b>To:</b>	Bid Committee
<b>From:</b>	Director of Purchasing and Materials Management
<b>Wards:</b>	Southwest Quadrant
<b>Reference Number:</b>	Request for Quotation 3707-08-0119

**SUMMARY**

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The purpose of this report is to advise on the results of the Request for Quotation 3707-08-0119 for all labour, materials and equipment necessary to perform Right of Way Maintenance on City of Toronto Roads, Mowing of Grass, within Scarborough District, Southwest Quadrant for a one (1) year period with the option to renew for two (2) additional separate one (1) year periods, in accordance with specifications as required by Transportation Services, and to request authority to award a contract to the recommended bidder.

**RECOMMENDATIONS**

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**The Director of Purchasing and Materials Management Division recommends that:**

1. Authority be granted to award a contract for all labour, materials and equipment necessary to perform Right of Way Maintenance on City of Toronto Roads, Mowing of Grass, within Scarborough District, Southwest Quadrant to Municipal Maintenance, being the lowest bidder meeting specifications for the period from date of award to November 7, 2008 for a total potential cost of \$179,725.00 net of

GST, with the option for two (2) additional separate one (1) year periods at the sole discretion of the General Manager of Transportation Services. Should the options to renew be exercised, then the General Manager of Transportation Services will request the Director of the Purchasing and Materials Management Division to provide the necessary contract renewals under the same terms and conditions to exercise the two (2) additional one (1) years ending November 7, 2009 (\$179,725.00 net of GST) and November 7, 2010 (\$179,725.00 net of GST). The total potential contract award including the options years identified in this report is \$539,175.00 net of GST.

### **Financial Impact**

The total cost of this contract award is \$564,136.81 including all charges and applicable taxes. The cost to the City is \$539,175.00 net of GST. The 2008 funding requirement in the amount \$179,725.00 net of GST is included in the 2008 Transportation Services Operating Budget in account TP0215 (Roadside Cleaning). Should the City choose to exercise its options to renew the two (2) separate one (1) year periods, additional funding will be requested in the 2009 and 2010 Transportation Services Operating Budget submissions (same account) as follows: \$179,725.00 net of GST in 2009 and \$179,725.00 net of GST in 2010.

The Deputy City Manager and Chief Financial Officer has reviewed this report and agrees with the financial impact information.

### **ISSUE BACKGROUND**

Request for Quotation 3707-08-0119 was issued by Purchasing and Materials Management Division on March 31, 2008 on the City's Internet Website.

The Purchasing and Materials Management Division at its Public Opening held on April 15, 2008, opened the four (4) bids received for all labour, materials and equipment necessary to perform Right of Way Maintenance on City of Toronto Roads, Mowing of Grass, within Scarborough District, Southwest Quadrant.

The following is the summary of bids received

<b>Bidder</b>	<b>From award to November 7, 2008 (net of GST)</b>	<b>2009 Season (net of GST)</b>	<b>2010 Season (net of GST)</b>
Municipal Maintenance	\$179,725.00	\$179,725.00	\$179,725.00
Winter Summer Maintenance Contracting	\$200,685.00	\$200,685.00	\$200,685.00
Lima's Gardens and Construction Inc.	\$234,600.00	\$234,600.00	\$234,600.00
Jim Ricks Property Services	\$267,050.00	\$267,050.00	\$267,050.00

## COMMENTS

The Quotation documentation submitted by the recommended bidder has been reviewed by the General Manager of Transportation Services and was found to be in conformance with the Request for Quotation requirements.

Transportation Services staff have compared the low bid to the estimated cost as well as comparison of previous years' pricing and found the price of the recommended bidder to be reasonable and within the budget available.

The Fair Wage Office has reported that the recommended firm has indicated that it has reviewed and understands the Fair Wage Policy and Labour Trades requirements and has agreed to comply fully.

## CONTACTS

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## SIGNATURE

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Lou Pagano, P. Eng.  
Director  
Purchasing and Materials Management