



STAFF REPORT ACTION REQUIRED

Contract Awards – March 10, 2010 - Composite Report 2

Date:	March 10, 2010
To:	Bid Committee
From:	Director, Purchasing and Materials Management
Reference	Request for Quotation 3704-09-0043

SUMMARY

The purpose of this report is to advise on the results of the competitive procurement calls issued by the Purchasing and Materials Management Division and to recommend contract awards as outlined in this report.

RECOMMENDATIONS

The Director of Purchasing and Materials Management recommends that the Bid Committee grant authority to award the following contracts in accordance with the Contract Details set out in the appendices of this report:

1	Call Document	Request for Quotation 3704-09-0043
	Description	The purpose of this report is to request Bid Committee to grant authority to award and authorize staff to exercise the two additional separate one (1) year options for Contract 47014212 for the period March 1, 2010 to February 28, 2011, and from March 1, 2011
	Recommended Bidder	Neil Vanderkruk Holdings Inc. o/a Connon Nurseries

COMMENTS

(1) REQUIREMENTS

For each of the recommended contract awards, the following requirements have been met:

- (a) The firm recommended for award is the lowest bidder meeting specifications or to the highest scoring proponent based on the evaluation criteria included in the call and meeting the requirements of the call;
- (b) the Deputy City Manager and Chief Financial Officer agrees with the Financial Impact information;
- (c) the appropriate Division has reviewed submissions and found the price to be reasonable, within available budget and concurs with the recommendation;
- (d) the call document was advertised on the City's internet website and bids or proposals were opened publicly; and
- (e) the Fair Wage Office confirms the recommended firm understands the Fair Wage Policy and Labour Trades requirements and has agreed to comply fully.

Additional details and information for the above calls are on the file in the Purchasing and Materials Management Division.

SIGNATURE – CHIEF PURCHASING OFFICIAL



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

(2) APPENDICES – Contract Details

(2) CONTRACT DETAILS
APPENDIX #1

Date: March 10, 2010

Call No:

Request for Quotation 3704-09-0043

Description:

The purpose of this report is to request Bid Committee to grant authority to award and authorize staff to exercise the two additional separate one (1) year options for Contract 47014212 for the period March 1, 2010 to February 28, 2011, and from March 1, 2011 to February 29, 2012 under the same terms and conditions with the current supplier, Neil Vanderkruk Holdings Inc. o/a Connon Nurseries, for the supply, delivery and off-loading of Native Trees and Shrubs to various locations for the City of Toronto Parks, Forestry & Recreation Division.

A RFQ for the supply, delivery and off-loading of Native Trees and Shrubs was issued February 16, 2009 with the option to renew for two (2) additional (1) one year periods. An award was made to Neil Vanderkruk Holdings Inc. o/a Connon Nurseries in the amount of \$188,978.62 net of GST (and all taxes) from March 25, 2009 to February 28, 2010.

The award for the two (2) additional separate one (1) year periods was not originally reported to the Bid Committee. Since the contract total including the two (2) option years exceeds the \$500,000.00 (exclusive of all taxes and charges), Parks, Forestry & Recreation Division requires a Bid Committee report to move forward with the option year renewal. Should the final option to renew be exercised, then the General Manager, of Parks, Forestry & Recreation will instruct the Director of Purchasing and Materials Management to process the final renewal under the same terms and conditions.

Call Dates:

Issued February 16, 2009, Closed March 09, 2009

Ward No:

All

Recommended Bidder:

Neil Vanderkruk Holdings Inc. o/a Connon Nurseries

Contract Award Value:

Original award: from March 25, 2009 to February 28, 2010, \$188,978.62 net of GST (and all taxes).

Option Year One (1) – March 1, 2010 to February 28, 2011, \$188,978.62 net of all taxes and charges, \$191,195.97 net of GST and HST Recoveries.

Option Year Two (2) – March 1, 2011 to February 29, 2012, \$192,758.20 net of all taxes and charges, \$196,150.74 net of HST Recoveries.

APPENDIX #1

The total cost for the contract including the requested option year periods is \$576,325.33 net of GST and HST recoveries.

Number of Bids:

Five (5)

Financial Impact:

The total potential contract award identified in this report is \$381,736.81 exclusive of all taxes and charges. The potential cost to the City net of GST and HST Recoveries is \$387,346.71. Funding in the estimated amount of \$191,195.97 net of GST and HST Recoveries required for Option Year one (1) for the period from, March 1, 2010 to February 28, 2011 is included in the Recommended 2010 Parks, Forestry Recreation Operating Budget in account P00034, cost element 2560.

Funding for the balance of the contract Option Year two (2) from March 1, 2011 to February 29, 2012, in the estimated amount of \$196,150.74 net of HST Recoveries will be included in 2011 Parks, Forestry & Recreation Operating Budget submission. Funding details are provided below:

Account No.	Option Year (1) From Mar. 1, 2010 to February 28, 2011 (net of GST & HST Recoveries)	Option Year (2) From Mar. 1, 2011 to February 29, 2012 (net of HST Recoveries)	Total (net of GST & HST Recoveries)
Operating P00034, cost element 2560	\$191,195.97	\$196,150.74	\$387,346.71

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