

**BID AWARD PANEL
CONTRACT AWARD****Award of Request for Quotation No. 3907-18-7734 to
Lima's Gardens & Construction Inc. for Grounds
Maintenance Services**

Date: March 13, 2019
To: Bid Award Panel
From: Chief Purchasing Officer
Wards: All

RECOMMENDATIONS

The Chief Purchasing Officer recommends that the Bid Award Panel grant authority to award the following contract:

Call Number:
Request for Quotation No. 3907-18-7734

Description:
For the Supply of all labour, materials, tools and equipment for Grounds Maintenance Services as and when required for Toronto Water for a period of one (1) year from the date of award, with the option to renew for four (4) additional and separate one (1) year periods.

Should the option years be exercised, the General Manager of Toronto Water will request the Chief Purchasing Officer of Purchasing and Materials Management to process the renewals under the same terms and conditions, with the exception of any price adjustment.

Recommended Bidder:

Lima's Gardens & Construction Inc.

Contract Award Value:
\$ 550,391 net of all applicable taxes and charges
\$ 621,941 including HST and all applicable charges
\$ 560,077 net of HST recoveries

Contract is expected to start on April 1, 2019 and end on March 31, 2020.

Option Year 1 - From Apr 1, 2020 to Mar 31, 2021
\$ 566,902 net of all applicable taxes and charges
\$ 640,600 including HST and all applicable charges
\$ 576,880 net of HST recoveries

Option Year 2 - From Apr 1, 2021 to Mar 31, 2022

\$ 583, 909 net of all applicable taxes and charges

\$ 659,818 including HST and all applicable charges

\$ 594,186 net of HST recoveries

Option Year 3 - From Apr 1, 2022 to Mar 31, 2023

\$ 601,427 net of all applicable taxes and charges

\$ 679,612 including HST and all applicable charges

\$ 612,012 net of HST recoveries

Option Year 4 - From Apr 1, 2023 to Mar 31, 2024

\$ 619,469 net of all applicable taxes and charges

\$ 700,000 including HST and all applicable charges

\$ **630,372** net of HST recoveries

The total potential contract award including all option years is \$ \$2,973,527 net of HST recoveries, \$ \$2,922,098 net of all applicable taxes and charges and \$ 3,301,971 including all applicable taxes and charges.

The above cost calculations for the Option Period reflects an estimated annual 3% increase as per the Consumer Price Index.

FINANCIAL IMPACT

The total potential award identified in this report including all option years is \$2,922,098 net of all applicable taxes and charges, \$3,301,971 including all applicable taxes and charges. The total potential cost to the City is \$2,973,527 net of HST recoveries.

Funding for 2019 is available in the 2019 Approved Operating Budget for Toronto Water. Additional funding for the balance of this contract will be requested in the 2020 Operating Budget Submission for Toronto Water.

Should the City of Toronto choose to exercise its option(s) to renew for an additional four (4) separate one (1) year periods, then appropriate additional funding, if needed, will be included in the 2020-2024 Operating Budget Submissions for Toronto Water.

Additional funding details are provided in Table 1.

Table 1: Financial Impact Summary of Recommended Contract (net of HST recoveries)

Cost Centre/ G/L	Contract Period Apr 1, 2019 to Dec 31, 2019	Contract Period Apr 1, 2020 to Mar 31, 2020	Option Year 1 - Apr 1, 2020 to Mar 31, 2021	Option Year 2 - Apr 1, 2021 to Mar 31, 2022	Option Year 3 - Apr 1, 2022 to Mar 31, 2023	Option Year 4 - Apr 1, 2023 to Mar 31, 2024	Total
TW5007 TW4022, TW4080, TW4085, TW7015, TW7020, TW7035, TW7045, TW7050, TW7065, TW7070, TW7072, TW7075 G/L Account: 4409	\$ 420,058	\$140,019	\$576,880	\$594,186	\$612,012	\$630,372	\$2,973,527

CALL SUMMARY

Call Issued: December 19, 2018

Call Closed: January 23, 2019

Number of Addenda Issued: One (1)

Number of Bids: Three (3)

Table 2: Summary of Bids Received for RFQ 3907-18-7734 including bid price.

Bidder Name	Bid Price (including H.S.T.)
Lima's Gardens & Construction Inc.	\$ 621,941.34
Clintar Landscape Management	\$ 746,810.56
Municipal Maintenance Inc.	\$ 854,286.74

DIVISION CONTACTS

Sabrina Dipietro, Acting Manager, Construction Services, Purchasing & Materials Management, Telephone: (416) 397-4809, E-Mail: sabrina.dipietro@toronto.ca

Garry Meek, Supervisor, Fleet & Facilities, Toronto Water
Telephone: (416) 392-4711 E-Mail: garry.meek@toronto.ca

COMMENTS

For the recommended contract award, the following requirements have been met:

- a. The firm recommended for award is the lowest bidder meeting specifications and meeting the requirements of the call;
- b. the appropriate Division has reviewed submissions and found the price to be reasonable, within available budget and concurs with the recommendation;
- c. the total contract value is less than \$20 million dollars (excluding applicable taxes) and the contract term is:
 - 1. for a contract funded by the operating budget, 5 years or less including any option years; or
 - 2. for a contract funded by the capital budget, within the projected term of the capital funding for the project as set out in the capital budget,

being within the authority of the Bid Award Panel;

- d. there are no material written objections to the award;
- e. the call document was advertised on the City's internet website and bids or proposals were opened publicly; and
- f. 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

Michael Pacholok, Chief Purchasing Officer