



BID AWARD PANEL CONTRACT AWARD

Award of Request for Quotation Number 3707-19-0005 to Municipal Maintenance Inc. for Right of Way Maintenance and Mowing of Grass, Scarborough District

Date: March 19, 2019
To: Bid Award Panel
From: Chief Purchasing Officer
Wards: 20, 21, 22, 23, 24 and 25

RECOMMENDATIONS

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

Call Number:
RFQ No. 3707-19-0005

Description:

For the non-exclusive supply of all labour, materials, and equipment necessary to perform Right of Way Maintenance for Scarborough District Roads, Mowing of Grass, including the trimming of weeds in the curbs and medians in various locations within wards 20, 21, 22, 23, 24 & 25, for the City of Toronto Transportation Division as and when required from date of award to December 31, 2019, with an option to renew for an additional two (2) separate one (1) year periods.

The Price Form contains two (2) Parts (Part A and Part B) and is being awarded to the lowest bidder meeting specifications per Part.

Should the option(s) be exercised then the General Manager, Transportation Services will request the Chief Purchasing Officer to process the renewals under the same terms and conditions.

Recommended Bidder:

Municipal Maintenance Inc. (Part A)
Municipal Maintenance Inc. (Part B)

Contract Award Value:

Part A - Municipal Maintenance Inc.
\$335,800 net of all applicable taxes and charges

\$379,454 including HST and all applicable charges
\$341,710 net of HST recoveries

Contract is expected to start on date of award and end on December 31, 2019.

Option Year 1 – January 1, 2020 to December 31, 2020
\$345,874 net of all applicable taxes and charges
\$390,838 including HST and all applicable charges
\$351,962 net of HST recoveries

Option Year 2 – January 1, 2021 to December 31, 2021
\$356,250 net of all applicable taxes and charges
\$402,563 including HST and all applicable charges
\$362,520 net of HST recoveries

The total potential cost to the City including all Option Years is \$1,056,192 net of HST recoveries. The total potential award including all option years is \$1,172,854 including all applicable taxes and charges and \$1,037,924 net of all applicable taxes and charges.

The above cost calculations for the Option Year reflects an estimated 3% increase as per the Consumer Price Index (CPI).

Part B - Municipal Maintenance Inc.

Contract Award Value:

\$269,840 net of all applicable taxes and charges
\$304,919 including HST and all applicable charges
\$274,589 net of HST recoveries

Contract is expected to start on date of award and end on December 31, 2019.

Option Year 1 – January 1, 2020 to December 31, 2020
\$277,935 net of all applicable taxes and charges
\$314,067 including HST and all applicable charges
\$282,827 net of HST recoveries

Option Year 2 – January 1, 2021 to December 31, 2021
\$286,273 net of all applicable taxes and charges
\$323,489 including HST and all applicable charges
\$291,312 net of HST recoveries

The total potential cost to the City including all Option Years is \$848,728 net of HST recoveries. The total potential award including all option years is \$942,475 including all applicable taxes and charges and \$834,048 net of all applicable taxes and charges.

The total potential award for both contracts, including all Option Years is \$2,115,329 including all applicable taxes and charges and \$1,871,973 net of all taxes. **The total potential cost to the City for both awards is \$1,904,919 net of HST recoveries.**

The above cost calculations for the Option Year reflects an estimated 3% increase as per the Consumer Price Index (CPI).

FINANCIAL IMPACT

The total potential contract awards identified in this report, including all Option Years is \$2,115,329 including all applicable taxes and charges and \$1,871,973 net of all taxes. The total potential cost to the City is \$1,904,919 net of HST recoveries.

Funding is available in the 2019 Approved Operating Budget for Transportation Services.

Should the City choose to exercise its option to renew for an addition two (2) separate one (1) year periods, then appropriate additional funding, if needed, will be included in the 2020-2021 annual Operating Budget Submissions for Transportation Services. Funding details are summarized in Table 1 as follows:

Table 1: Financial Impact Summary of Recommended Contract

Cost Centre/ Account/ Description	Date award to December 31, 2019 (net of HST recoveries)	Option Year 1 January 1, 2020 to December 31, 2020 (net of HST recoveries)	Option Year 2 January 1, 2021 to December 31, 2021 (net of HST recoveries)	Grand Total (net of HST recoveries)
TP0215- 4493 Grass Cutting	\$616,299	\$634,788	\$653,832	\$1,904,919

CALL SUMMARY

Call Issued: February 1, 2019

Call Closed: February 19, 2019

Number of Addenda Issued: One (1)

Number of Bids: Seven (7)

Table 2: Summary of Bids Received for RFQ No. 3707-19-0005 including bid price

Bidder Name	Bid Price (including H.S.T.)
Municipal Maintenance Inc. Part A	\$379,454
Part B	\$304,919

Bidder Name	Bid Price (including H.S.T.)
Humberview Maintenance Group Ltd. Part A	\$583,334
Part B	\$427,649
Forest Ridge Landscaping Inc. Part A	\$605,064
Part B	\$559,083
Kirbylo General Part A	\$797,837
Part B	\$336,130
Jimricks Property Services Part A	\$854,619
Part B	\$533,859
Lima's Gardens & Construction Inc. Part A	\$979,648
Part B	\$1,079,275
Erin Mills Gardening & Landscaping Part A	\$985,360
Part B	\$768,400

DIVISION CONTACTS

Elena Caruso, Manager, Goods and Services, Purchasing & Materials Management
416-392-7316, elena.caruso@toronto.ca

Edison Alexander, Acting Manager, Road Operations Transportation Services, 416-396-4823, Edison.Alexander@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 based on the evaluation criteria included in the call 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