



BID AWARD PANEL CONTRACT AWARD

Award of Request for Quotation No. 3707-19-0006 to Municipal Maintenance Inc. for Right-of-Way Maintenance, Mowing of Grass - Etobicoke York District Wards

Date: March 19, 2019
To: Bid Award Panel
From: Chief Purchasing Officer
Wards: 1,2,3,5, and 7

RECOMMENDATIONS

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

Call Number:
RFQ No. 3707-19-0006

Description:

For the non-exclusive supply of all labour, materials and equipment necessary to perform right-of-way maintenance for Etobicoke York District Roads, mowing of grass, including the trimming of weeds in the curbs and medians, in various locations within wards 1, 2, 3, 5 and 7 for the City of Toronto Transportation Division as and when required from the date of award to December 31, 2019, with an option to renew for an additional two (2) separate one (1) year periods.

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.

Contract Award Value:
\$ 653,690 net of all applicable taxes and charges
\$ 738,670 including HST and all applicable charges
\$ 665,195 net of HST recoveries

The 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
\$673,301 net of all applicable taxes and charges
\$760,830 including all applicable taxes and charges
\$685,151 net of HST recoveries

Option Year 2 - January 1, 2021 to December 31, 2021
\$693,500 net of all applicable taxes and charges
\$783,655 including all applicable taxes and charges
\$705,705 net of HST recoveries

The total potential contract award including all option years is \$2,056,051 net of HST recoveries, \$2,020,490 net of all applicable taxes and charges, \$2,283,154 including 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).

FINANCIAL IMPACT

The total potential contract award identified in this report including option years is \$2,283,154 including all applicable taxes and charges. The total potential cost to the City including option years is \$2,056,051 net of HST recoveries.

The engineering estimate for this project is \$ 482,588 net of all taxes and charges.

Funding is available in the 2019 Approved Operating Budget for Transportation Services. Should the City choose to exercise its option(s) to renew for an additional two (2) separate one (1) year periods, then additional funding will be requested in the 2020-2021 Operating Budget Submissions for Transportation Division. Funding details follow in Table 1.

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)
TP0160 - 4493	\$489,700	\$685,151	\$705,706	\$1,880,557
TP0157 - 4420	\$ 73,735			\$ 73,735
TP0159 - 4420	\$101,760			\$ 101,760

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)
Total	\$665,195	\$685,151	\$705,706	\$2,056,052

CALL SUMMARY

Call Issued: February 1, 2019

Call Closed: February 19, 2019

Number of Addenda Issued: 0

Number of Bids: Five (5)

Table 2: Summary of Bids Received for RFQ 3707-19-0006 including bid price

Bidder Name	Bid Price (including H.S.T.)
1. Municipal Maintenance Inc.	\$ 738,670
2. Humberview Maintenance Group	\$ 954,245
3. Kirbyco General	\$ 1,127,689
4. Limas Gardens	\$ 1,707,275
5. Erin Mills Gardening & Landscaping	\$ 1,968,912

DIVISION CONTACTS

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COMMENTS

For the recommended contract award, 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 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