



BID AWARD PANEL CONTRACT AWARD

Award of Request for Quotation No. 3707-19-0076 to Municipal Maintenance Inc. for Right-of-Way Maintenance, Mowing of Grass Toronto & East York District locations.

Date: March 14, 2019
To: Bid Award Panel
From: Chief Purchasing Officer
Wards: 4, 9, 10, 11, 12, 13, 14 and 19

RECOMMENDATIONS

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

Call Number:
RFQ No. 3707-19-0076

Description:

For the non-exclusive supply of all labour, materials, and equipment necessary to perform Right of Way Maintenance for the City of Toronto & East York District Roads, Mowing of Grass, including the trimming of weeds in the curbs and medians in various locations within wards 4, 9, 10, 11, 12, 13, 14 and 19, 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.

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:
\$246,500 net of all applicable taxes and charges
\$278,545 including all applicable taxes and charges
\$250,838 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

\$253,895 net of all applicable taxes and charges

\$286,901 including all applicable taxes and charges

\$258,364 net of HST recoveries

Option Year 2 – January 1, 2021 to December 31, 2021

\$261,512 net of all applicable taxes and charges

\$295,509 including all applicable taxes and charges

\$266,115 net of HST recoveries

The total potential contract award including all option years is \$775,317 net of HST recoveries, \$761,907 net of all applicable taxes and charges, \$860,955 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 all option years, is \$860,955 including all applicable taxes and charges. The total potential cost to the City including all option years is \$775,317 net of HST recoveries.

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)	<u>Option Year 1</u> January 1, 2020 to December 31, 2020 (net of HST recoveries)	<u>Option Year 2</u> January 1, 2021 to December 31, 2021 (net of HST recoveries)	Grand Total (net of HST recoveries)
TP0335-4493 Grass Cutting	\$250,838	\$258,364	\$266,115	\$775,317

CALL SUMMARY

Call Issued: February 1, 2019

Call Closed: February 19, 2019

Number of Addenda Issued: 0

Number of Bids: 5

Ward No. 4, 9, 10, 11, 12, 13, 14 and 19

Bidder Name	Bid Price (including H.S.T.)
Municipal Maintenance Inc.	\$278,545
Humberview Maintenance Ltd.	\$439,401
Forest Ridge Landscaping Inc.	\$484,883
Erin Mills Gardening & Landscaping	\$593,476
Limas Garden & Construction	\$867,015

DIVISION CONTACTS

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

Tom Kalogiannis, Acting Manager, Road Operations Transportation Services,
Telephone: 416-392-1529 Email: Tom.Kalogiannis@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 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