



## BID AWARD PANEL CONTRACT AWARD

### **Award of Request for Quotation No. 3707-19-0004 to Kirbyco General for the non-exclusive supply of all labour, materials, and equipment to perform Right of Way Maintenance for North York District locations.**

**Date:** March 19, 2019  
**To:** Bid Award Panel  
**From:** Chief Purchasing Officer  
**Wards:** 6, 8, 15, 16, 17 and 18

#### **RECOMMENDATIONS**

---

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

**Call Number:**  
RFQ No. 3707-19-0004

#### **Description:**

For the non-exclusive supply of all labour, materials, and equipment necessary to perform Right of Way Maintenance for the City of Toronto, North York District, Mowing of Grass, including the trimming of weeds in the curbs and medians in various locations within wards 6, 8, 15, 16, 17 and 18, 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:**  
Kirbyco General

**Contract Award Value:**  
\$328,000 net of all applicable taxes and charges  
\$370,640 including all applicable taxes and charges  
**\$333,773 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**

\$337,840 net of all applicable taxes and charges

\$381,759 including all applicable taxes and charges

\$343,786 net of HST recoveries

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

\$347,975 net of all applicable taxes and charges

\$393,212 including all applicable taxes and charges

\$354,100 net of HST recoveries

**The total potential contract award including all option years is \$1,031,658 net of HST recoveries, \$1,145,611 net of all applicable taxes and charges, \$1,013,815 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 \$1,013,815 including all applicable taxes and charges. The total potential cost to the City including all option years is \$1,031,658 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/<br>Account/<br>Description | Date award to<br>December 31,<br>2019 (net of HST<br>recoveries) | <u>Option Year 1</u><br>January 1, 2020<br>to<br>December 31,<br>2020 (net of HST<br>recoveries) | <u>Option Year 2</u><br>January 1, 2021<br>to<br>December 31,<br>2021 (net of HST<br>recoveries) | Grand Total<br>(net of HST<br>recoveries) |
|-----------------------------------------|------------------------------------------------------------------|--------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------|-------------------------------------------|
| TP0188-4493<br>Grass Cutting            | \$333,773                                                        | \$343,786                                                                                        | \$354,100                                                                                        | \$1,031,658                               |

## CALL SUMMARY

---

**Call Issued:** February 6, 2019

**Call Closed:** February 22, 2019

**Number of Addenda Issued:** 0

**Number of Bids:** 5

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

| Bidder Name                 | Evaluated Bid Price (including H.S.T.) |
|-----------------------------|----------------------------------------|
| Kirbyco General             | \$370,640                              |
| Municipal Maintenance       | \$393,523                              |
| Caranci Brothers            | \$422,055*                             |
| Erin Mills Gardening        | \$444,938                              |
| Forest Ridge Landscaping    | \$472,058                              |
| Limas Garden & Construction | \$477,877                              |

\*Bid prices were corrected for mathematical errors. Purchasing and Materials Management has verified that the mathematical errors were corrected.

## DIVISION CONTACTS

---

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

Norberto Santos, Acting Manager, Road Operations Transportation Services,  
Telephone: 416-392-6225 Email: [norberto.santos@toronto.ca](mailto:norberto.santos@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