



BID AWARD PANEL CONTRACT AWARD

Award of Request for Quotation Doc 1842425691 to Neil Vanderkruk Holdings Inc., for the supply, delivery, and off-loading of various Trees and Shrubs for the City of Toronto's Parks, Forestry and Recreation Division

Date: October 3, 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 contracts:

Call Number:
Request for Quotation Doc 1842425691

Description:
For the non-exclusive supply, delivery, and off-loading of various trees and shrubs for the City of Toronto's Parks, Forestry and Recreation Division from the date of Award for the period of one (1) year, with the option to renew the Contract for four (4) additional separate one (1) year periods.

The RFQ contains three (3) Price Forms. Part A and Part B are being awarded to the lowest bidder meeting specifications overall and Part C is being awarded to the lowest bidder meeting specifications per line item

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

Recommended Bidder:
Neil Vanderkruk Holdings Inc.
Part A, Part B and Part C Line Items 7.3.2.4, 18, 21, 24, 29, 31, 32, 33, 34, 35, 36, 37, 38

Contract Award Value:
\$770,574 net of all applicable taxes and charges (incl. 15% for misc. items)
\$870,748 including HST and all applicable charges
\$784,136 net of HST recoveries

The contract is expected to start on the date of award and end on October 4, 2020.

Option Year 1: October 5, 2020 to October 4, 2021
\$793,691 net of all applicable taxes and charges
\$896,871 including HST and all applicable charges
\$807,660 net of HST recoveries

Option Year 2: October 5, 2021 to October 4, 2022
\$817,502 net of all applicable taxes and charges
\$923,777 including HST and all applicable charges
\$831,890 net of HST recoveries

Option Year 3: October 5, 2022 to October 4, 2023
\$842,027 net of all applicable taxes and charges
\$951,490 including HST and all applicable charges
\$856,846 net of HST recoveries

Option Year 4: October 5, 2023 to October 4, 2024
\$867,287 net of all applicable taxes and charges
\$980,035 including HST and all applicable charges
\$882,552 net of HST recoveries

The total potential award identified in this report including all option years is \$4,091,080 net of all applicable taxes and charges, \$4,622,920 including all applicable taxes and charges. **The total potential cost to the City including all option years is \$4,163,083 net of HST recoveries.**

The above cost calculations for the option years reflect an estimated 3% increase in the Consumer Price Index.

Additionally:

Dutchmaster Nurseries Ltd. is to receive a contract award for the line items they were lowest bidders meeting specification on, including all option years, in the total amount of \$134,787 net of all applicable taxes and charges. Uxbridge Nurseries is to receive a contract award for the line items they were lowest bidders meeting specification on, including all option years, in the total amount of \$441,758 net of all applicable taxes and charges, all in accordance with the Purchasing By-Law 195-8, Toronto Municipal Code Chapter 195 Article 8.1 – Authority to award.

FINANCIAL IMPACT

The total potential initial contract award identified in this report including all option years is \$4,091,080 net of all applicable taxes and charges. The total potential cost to the City is \$4,163,083 net of HST recoveries.

Funding is available in the 2019 Approved Operating Budget for Parks, Forestry and Recreation Division. Additional funding for the balance of the contract period will be included in their 2020 Operating Budget Submission.

Should the optional year(s) be exercised, then additional funding, as required, will be requested in the 2020-2024 Operating Budget Submissions for Parks, Forestry & Recreation. Additional funding details are summarized in Table 1 as follows:

Table 1: Financial Impact Summary of Recommended Contracts (net of HST Recoveries)

Cost Centre & G/L Account	Date of Award to December 31, 2019	January 1, 2020 to October 4, 2020	Option Year 1: October 5, 2020 to October 4, 2021	Option Year 2: October 5, 2021 to October 4, 2022	Option Year 3: October 5, 2022 to October 4, 2023	Option Year 4: October 5, 2023 to October 4, 2024	Total (Net of HST Recoveries)
P00021 P00108 2560	\$196,034	\$588,102	\$807,660	\$831,890	\$856,846	\$882,552	\$4,163,084

CALL SUMMARY

Call Issued: June 25, 2019

Call Closed: July 26, 2019

Number of Addenda Issued: Zero (0)

Number of Bids: Six (6)

Table 2: Summary Bids Received for RFQ Doc 1842425691

Bidder Name	Evaluated Bid Price (including H.S.T.)
Part A	
Neil Vanderkruk Holdings Inc.	\$97,327 (incl. 2% prompt payment)
Verbinnen's Nursery Ltd.	\$100,427 (incl. 2% prompt payment)
Hortico Inc.	\$104,975
Baker Forestry Services, Nursery and Consulting	\$109,079
Uxbridge Nurseries	\$121,685 (incl. 3% prompt payment)
Dutchmaster Nurseries Ltd.	\$120,181

Bidder Name	Evaluated Bid Price (including H.S.T.)
Part B:	
Neil Vanderkruk Holdings Inc	\$460,292 (incl. 2% prompt payment)
Dutchmaster Nurseries Ltd	\$575,682
Uxbridge Nurseries	\$732,935 (incl. 3% prompt payment)
Baker Forestry Services, Nursery and Consulting	No Bid.
Hortico Inc.	No Bid
Verbinnen's Nursery Ltd.	No Bid
Part C:	
Neil Vanderkruk Holdings Inc Items in section 7.3.2 4,18, 21, 24, 29, 31, 32, 33, 34, 35, 36, 37, 38	\$188,173*
Uxbridge Nurseries Items in section 7.3.2 2, 3, 5, 6, 7, 9, 16, 17,19, 20, 22, 23, 25, 26, 27, 28, 30	\$81,760*
Dutchmaster Nurseries Ltd Items in section 7.3.2 1, 8, 10, 11, 12, 13, 14, 15	\$24,946
Baker Forestry Services, Nursery and Consulting	No Bid
Hortico Inc.	No Bid
Verbinnen's Nursery Ltd.	No Bid

*The amount above for Part C only does not include a prompt payment discount.

DIVISION CONTACTS

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Ray Vendrig, Manager, Urban Forest Renewal, Parks, Forestry and Recreation, 416-
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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