

**BID AWARD PANEL  
CONTRACT AWARD****Award of Request for Quotation Doc 2250971923 to  
1913574 Ontario Inc. O/A Royal Oak Tree Services and  
Lomco Ltd. for the Pick Up and Planting of Trees from  
Unwin Nursery and Tree Watering Services for Parks,  
Forestry and Recreation Division**

**Date:** April 2, 2020  
**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 2250971923

**Description:**  
For the non-exclusive supply, delivery, installation and warranty necessary to provide pick up and planting of trees and tree watering services 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 three (3) additional separate one (1) year periods.

The RFQ is structured to award two (2) separate contract(s) to the lowest bidders based on the bidders meeting specifications. Lot A price form for Pick-up and Planting of Trees and Lot B price form for Watering Services.

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 Bidders:**  
1913574 Ontario Inc O/A Royal Oak Tree Services – Lot A  
Lomco Ltd. – Lot B

**Contract Award Value:**  
**1913574 Ontario Inc O/A Royal Oak Tree Services (Lot A)**

\$704,775 net of all applicable taxes and charges  
\$796,396 including HST and all applicable charges  
**\$717,179 net of HST recoveries**

**The contract is expected to start on the date of award and end on March 31, 2021.**

Option Year 1: April 1, 2021 to March 31, 2022  
\$725,918 net of all applicable taxes and charges  
\$820,288 including HST and all applicable charges  
\$738,694 net of HST recoveries

Option Year 2: April 1, 2022 to March 31, 2023  
\$747,696 net of all applicable taxes and charges  
\$844,896 including HST and all applicable charges  
\$760,855 net of HST recoveries

Option Year 3: April 1, 2023 to March 31, 2024  
\$770,127 net of all applicable taxes and charges  
\$870,243 including HST and all applicable charges  
\$783,681 net of HST recoveries

The total potential contract award for the initial contract term and all option years is \$2,948,516 net of all applicable taxes and charges, \$3,331,823 including HST and applicable charges. **The total potential cost to the City is \$3,000,410 net of HST recoveries.**

**Lomco Ltd (Lot B)**

\$250,000 net of all applicable taxes and charges  
\$282,500 including HST and all applicable charges  
**\$254,400 net of HST recoveries**

**The contract is expected to start on the date of award and end on March 31, 2021.**

Option Year 1: April 1, 2021 to March 31, 2022  
\$257,500 net of all applicable taxes and charges  
\$290,975 including HST and all applicable charges  
\$262,032 net of HST recoveries

Option Year 2: April 1, 2022 to March 31, 2023  
\$265,225 net of all applicable taxes and charges  
\$299,704 including HST and all applicable charges  
\$269,893 net of HST recoveries

Option Year 3: April 1, 2023 to March 31, 2024  
\$273,182 net of all applicable taxes and charges

\$308,695 including HST and all applicable charges  
\$277,990 net of HST recoveries

The total potential contract award for the initial contract term and all option years is \$1,045,907 net of all applicable taxes and charges, \$1,181,875 including HST and applicable charges. **The total potential cost to the City is \$1,064,315 net of HST recoveries.**

The combined total potential contract award identified in this report for the initial contract term and all option years is \$3,994,422 net of all applicable taxes and charges, \$4,513,697 including HST and applicable charges. **The combined total potential cost to the City is \$4,064,724 net of HST recoveries.**

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

## FINANCIAL IMPACT

The combined total potential contract award identified in this report for the initial contract term and all option years is \$3,994,422 net of all applicable taxes and charges, \$4,513,697 including HST and applicable charges. **The combined total potential cost to the City is \$4,064,724 net of HST recoveries.**

Funding is available in the 2020 Approved Operating Budget for Parks, Forestry and Recreation Division. Should the optional year(s) be exercised, then additional funding, as required, will be requested in their 2021-2024 Operating and Capital Budget Submissions. 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, 2020 | January 1, 2021 to March 31, 2021 | Option Year 1: April 1 2021 to March 31, 2022 | Option Year 2: April 1, 2022 to March 31, 2023 | Option Year 3: April 1, 2023 to March 31, 2024 |
|--------------------------------------|------------------------------------|-----------------------------------|-----------------------------------------------|------------------------------------------------|------------------------------------------------|
| P00050 4409                          | \$971,579                          | \$0                               | \$1,000,726                                   | \$1,030,748                                    | \$1,061,671                                    |
| <b>Total (Net of HST Recoveries)</b> |                                    |                                   |                                               |                                                | <b>\$4,064,724</b>                             |

## CALL SUMMARY

**Call Issued:** February 11, 2020      **Call Closed:** March 12, 2020  
**Number of Addenda Issued:** Zero (0)  
**Number of Bids:** Two (2)

Table 2: Summary Bids Received for RFQ Doc 2250971923

| Bidder Name                                     | Evaluated Bid Price (incl H.S.T.) |
|-------------------------------------------------|-----------------------------------|
| <b>Lot A – Pick-up and Planting Services</b>    |                                   |
| 1913574 Ontario Inc O/A Royal Oak Tree Services | \$796,396                         |
| Lomco Ltd.                                      | \$835,070                         |
| <b>Lot B – Watering Services</b>                |                                   |
| Lomco Ltd.                                      | \$282,500                         |
| 1913574 Ontario Inc O/A Royal Oak Tree Services | \$310,750                         |

## DIVISION CONTACTS

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

Ray Vendrig, Manager, Urban Forest Renewal, Parks, Forestry and Recreation, 416-392-5378, [raymond.vendrig@toronto.ca](mailto:raymond.vendrig@toronto.ca)

## COMMENTS

For the recommended contract award, the following requirements have been met:

- a. The firms recommended for award are the lowest bidders 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