



## **BID AWARD PANEL CONTRACT AWARD**

### **Award of Ariba Doc No. 3024704932 to CSL Group Ltd. for non-exclusive supply of Landscape Maintenance Services within the transportation right of way at various location across the City of Toronto, for Transportation Services**

**Date:** September 14, 2021  
**To:** Bid Award Panel  
**From:** Chief Procurement Officer  
**Wards:** All

#### **RECOMMENDATIONS**

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

**Solicitation Number:**

Request for Quotation (RFQ) Ariba Doc No. 3024704932; Contract 21TR-OM-501-CW-LM

**Description:**

For non-exclusive supply of Landscape Maintenance Services at centres medians, traffic islands, and boulevards within the transportation right of way at various location across the City of Toronto, for Transportation Services, from the date of award to December 31, 2021, with the option to renew the Contract for additional one (1) year period at the sole discretion of the City and subject to budget approval(s).

**Recommended Supplier:**

CSL Group Ltd.

**Contract Award Value:**

\$452,801 net of all applicable taxes and charges (including \$100,000 contingency)

\$511,665 including HST and all applicable charges

**\$460,770 net of HST recoveries**

**Contract is expected to start on date of award and end on December 31, 2021.**

Option Year 1 – January 1, 2023 to December 31, 2023

\$463,385 net of all applicable taxes and charges

\$523,625 including all applicable taxes and charges

\$471,541 net of HST recoveries

**The total potential contract award including all option years is \$932,311 net of HST recoveries, \$916,186 net of all applicable taxes and charges, \$1,035,290 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**

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The total potential contract award identified in this report, including all option years is \$916,186 net of all applicable taxes and charges and \$1,035,290 including all applicable taxes and charges. The total potential cost to the City including all option years is \$932,311 net of HST recoveries.

The engineering estimate for this project was \$1,996,453 net of all taxes and charges.

Funding is available in the 2021 Approved Operating Budget for Transportation Services. Should the City choose to exercise its option(s) to renew for an additional one (1) year period, then additional funding will be requested in the 2022 Operating Budget for Transportation Division. Funding details follow in Table 1.

Table 1: Financial Impact Summary of Recommended Contract

| <b>Cost Centre<br/>Functional<br/>Area Code) /<br/>WBS Account</b> | <b>Description</b>       | <b>Date of Award<br/>to December<br/>31, 2021 (Net<br/>of HST<br/>Recoveries)</b> | <b>Option Year 1<br/>Jan 1, 2022 to<br/>Dec 31, 2022<br/>(net of HST<br/>recoveries)</b> | <b>Total (Net of<br/>HST<br/>Recoveries)</b> |
|--------------------------------------------------------------------|--------------------------|-----------------------------------------------------------------------------------|------------------------------------------------------------------------------------------|----------------------------------------------|
| TS6020 / 4409                                                      | Landscape<br>Maintenance | \$359,010                                                                         | \$369,781                                                                                | \$728,791                                    |
| TS6020 / 4409                                                      | Contingency              | \$101,760                                                                         | \$101,760                                                                                | \$203,520                                    |
| Total Operating Budget                                             |                          | \$460,770                                                                         | \$471,541                                                                                | \$932,311                                    |

The Chief Financial Officer and Treasurer has reviewed this report and agrees with the financial implications.

## **SOLICITATION SUMMARY**

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**Solicitation Issued:** July 02, 2021  
**Number of Addenda Issued:** One (01)  
**Number of Bids:** Four (04)

**Solicitation Closed:** Aug 03, 2021

Table 2: Summary of Bids Received for Ariba Doc No. 3024704932 including bid price

| Supplier                           | Bid Price for initial term (including H.S.T.) |
|------------------------------------|-----------------------------------------------|
| CSL Group Ltd.                     | \$398,665.12*                                 |
| Forest Ridge Landscaping Inc       | \$406,624.58                                  |
| Bam Bam Construction.              | \$425,690.78                                  |
| Downtown Groundskeeping Services** | N/A                                           |

\* Contract Award Values on page 1 include \$100,000 contingency.

\*\* Supplier was found non-compliant with mandatory requirements.

## DIVISION CONTACTS

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Greg McMillan, Superintendent Area Road Operations, Area 2, Transportation Services, 416-395-6481, [Greg.McMillan@toronto.ca](mailto:Greg.McMillan@toronto.ca)

## COMMENTS

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

a. The firm recommended for award is the lowest Supplier meeting specifications or to the highest scoring Supplier based on the evaluation criteria included in the Solicitation and meeting the requirements of the solicitation;

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 Solicitation 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 Solicitations are on the file in the Purchasing and Materials Management Division.

**SIGNATURE**

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Mike Pacholok  
Chief Procurement Officer