



BID AWARD PANEL CONTRACT AWARD

Award of Ariba Document Number 3267746411 to Brinkman & Associates Reforestation for the non- exclusive supply, delivery, planting and warranty of native trees and shrubs for the City of Toronto's Parks, Forestry and Recreation Division

Date: August 18, 2022
To: Bid Award Panel
From: Acting Chief Procurement Officer
Wards: All

RECOMMENDATIONS

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

Solicitation Number:

Request for Quotation (RFQ), Ariba Document Number 3267746411

Description:

For the non-exclusive supply, delivery, planting and warranty of native trees and shrubs including, planting bed preparation, interplanting, watering, weeding, replacement planting and pruning for the City of Toronto's Parks, Forestry and Recreation Division, for the period of one (1) year, with the option to renew for four (4) additional separate one (1) year periods.

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

Recommended Supplier:

Brinkman & Associates Reforestation

Contract Award Value:

\$3,407,565 net of all applicable taxes and charges
\$3,850,548 including HST and all applicable charges
\$3,467,538 net of HST recoveries

Contract is expected to start on Date of Award and end on September 30th, 2023.

Option Year 1 (October 1st, 2023 to September 30th, 2024)

\$3,577,943 net of all applicable taxes and charges
 \$4,043,076 including HST and all applicable charges
 \$3,640,915 net of HST recoveries

Option Year 2 (October 1st, 2024 to September 30th, 2025)
 \$3,756,840 net of all applicable taxes and charges
 \$4,245,230 including HST and all applicable charges
 \$3,822,961 net of HST recoveries

Option Year 3 (October 1st, 2025 to September 30th, 2026)
 \$3,944,682 net of all applicable taxes and charges
 \$4,457,491 including HST and all applicable charges
 \$4,014,109 net of HST recoveries

Option Year 4 (October 1st, 2026 to September 30th, 2027)
 \$4,141,917 net of all applicable taxes and charges
 \$4,680,366 including HST and all applicable charges
 \$4,214,814 net of HST recoveries

The above cost calculations reflect a 5% vendor price adjustment applied annually.

The total potential contract award including all option years is \$18,828,948 net of all applicable taxes and charges and \$21,276,711 including all applicable taxes and charges. **The potential cost to the City is \$19,160,337 net of HST recoveries.**

FINANCIAL IMPACT

Funding is available in the 2022 Approved Operating Budget for Parks, Forestry and Recreation Division. Additional funding will be included in their 2023 Operating Budget Submission. Should the option year periods be exercised, appropriate additional funding, as required, will be requested in the corresponding year's Operating Budget Submissions for Parks, Forestry and Recreation Division. Funding details are summarized in Table 1 as follows:

Table 1: Financial Impact Summary of Recommended Contract

Parks, Forestry and Recreation Cost Centre: P00034 G/L: 4409	Net of HST Recoveries
Initial Year Period From Date of Award to December 31 st , 2022	\$1,733,769
Initial Year Period From January 1 st , 2023 to September 30, 2023	\$1,733,769
Option Year 1 From October 1, 2023 to September 30, 2024	\$3,640,915

Parks, Forestry and Recreation Cost Centre: P00034 G/L: 4409	Net of HST Recoveries
Option Year 2 From October 1, 2024 to September 30, 2025	\$3,822,961
Option Year 3 From October 1, 2025 to September 30, 2026	\$4,014,109
Option Year 4 From October 1, 2026 to September 30, 2027	\$4,214,814
Grand Total From Date of Award to September 30, 2027	\$19,160,337

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

SOLICITATION SUMMARY

Solicitation Issued: Monday May 30th, 2022 **Solicitation Closed:** June 29th, 2022
Number of Addenda Issued: Three (3)
Number of Bids: Three (3)

Table 2: Summary of Bids Received including bid price:

Supplier Name	Evaluated Bid Price (excluding H.S.T.)
Brinkman & Associates Reforestation	\$3,407,565
Emission Tree	\$3,600,125
Lomco Limited	\$7,138,700

DIVISION CONTACTS

Kelly Lee McGarry, Manager, Community & Social Services & City Manager's Office,
Purchasing Client Services, Purchasing & Materials Management, Tel: 416-338-5574,
Email: KellyLee.McGarry@toronto.ca

Scott Laver, Manager, Urban Forest Renewal, Parks, Forestry and Recreation,
Tel: 416-338-5053, Email: Scott.Laver@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 bidder 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. the Solicitation document was advertised on the City's internet website and bids or proposals were opened publicly; and

e. 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

Sandra Lisi
Acting Chief Procurement Officer