



BID AWARD PANEL CONTRACT AWARD

Award of Ariba Document Number 3731138941 to CSL Group Ltd., for Non-Exclusive Supply of Landscape Maintenance Services at Various Locations Across the City of Toronto for Transportation Services

Date: January 12, 2023
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, Ariba Document Number 3731138941, Contract Number 23TR-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 locations across the City of Toronto, for Transportation Services from date of award to December 31, 2023 with an option in favour of the City to extend the agreement on the same terms and conditions for up to three (3) separate one (1) year periods.

Should the option(s) be exercised, then the General Manager of Transportation Services Division will request the Acting Chief Procurement Officer to process the renewals under the same terms and conditions.

Recommended Supplier:

CSL Group Ltd.

Contract Award Value:

\$837,994 net of all applicable taxes and charges
\$946,933 including HST and all applicable charges
\$852,743 net of HST recoveries

Contract is expected to start on date of award and end on December 31, 2023.

Option Year 1 – January 1, 2024 to December 31, 2024

\$863,134 net of all applicable taxes and charges

\$975,341 including all applicable taxes and charges

\$878,325 net of HST recoveries

Option Year 2 – January 1, 2025 to December 31, 2025

\$889,028 net of all applicable taxes and charges

\$1,004,601 including all applicable taxes and charges

\$904,675 net of HST recoveries

Option Year 3 – January 1, 2026 to December 31, 2026

\$915,698 net of all applicable taxes and charges

\$1,034,739 including all applicable taxes and charges

\$931,815 net of HST recoveries

The total potential contract award identified in this report, including all option years, is \$3,961,615 including all applicable taxes and charges and \$3,505,854 net of all applicable taxes and charges. **The total potential cost to the City is \$3,567,557 net of HST recoveries.**

The above cost calculations reflect an estimated 3 percent Consumer Price Index (CPI) increase applied annually to the total annual cost after the initial year.

FINANCIAL IMPACT

The total potential contract award identified in this report, including all option years, is \$3,961,615 including all applicable taxes and charges and \$3,505,854 net of all applicable taxes and charges. The total potential cost to the City is \$3,567,557 net of HST recoveries.

The engineering estimate for this project was \$1,780,445 for the initial 2023 term and \$7,448,717 (including all option years) net of all taxes and charges.

Funding is available in the 2023 Tabled Operating Budget for Transportation Services. Should the City choose to exercise its option(s) to renew for three additional one (1) year periods, then additional funding will be requested in the 2024-2026 Operating Budget Submissions for Transportation Services. Funding details follow in Table 1. Funding details are summarized in Table 1 to follow.

Table 1: Financial Impact Summary of Recommended Contract

Cost Centre /Cost Element	Description	Date of Award to December 31, 2023	Option Year 1 Jan 1, 2024 to Dec 31, 2024	Option Year 2 Jan 1, 2025 to Dec 31, 2025	Option Year 3 Jan 1, 2026 to Dec 31, 2026	Totals (net of HST recoveries)
TS6030 / 4409	Landscape Maintenance	\$750,983	\$773,512	\$796,717	\$820,619	\$3,141,830
TS6030 / 4409	Contingency	\$101,760	\$104,815	\$107,957	\$111,196	\$425,727
Totals		\$852,743	\$878,325	\$904,675	\$931,815	\$3,567,557

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

SOLICITATION SUMMARY

Solicitation Issued: November 3, 2022

Solicitation Closed: November 30, 2022

Number of Addenda Issued: Zero (0)

Number of Bids: Four (4)

Table 2: Summary of Bids Received including bid price

Supplier Name	Bid Price (excluding H.S.T.)
CSL Group Ltd.	\$737,993.84**
Downtown Groundskeeping Inc.	\$837,344.27
Forest Ridge Landscaping Inc.	\$922,988.83
Bevcon Construction & Paving Ltd.	\$3,108,524.65

* Pursuant to the Request for Quotation document the contract award value includes contingency.

DIVISION CONTACTS

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Greg McMillan, Superintendent Area Road Operations, Area 2, Transportation Services, 416-395-6481, 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. the Solicitation document was advertised on the City's internet website and bids or proposals were submitted electronically in Ariba; 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