



BID AWARD PANEL CONTRACT AWARD

Award of Ariba Document Number 3733064819 to 1913574 Ontario Inc. o/a Royal Oak Tree Services for the non-exclusive supply and delivery of newly planted tree maintenance services for the City of Toronto's Parks, Forestry and Recreation Division

Date: March 23, 2023
To: Bid Award Panel
From: Chief Procurement Officer
Wards: All

RECOMMENDATIONS

The 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 3733064819

Description:

For the non-exclusive supply and delivery of newly planted tree maintenance services for the City of Toronto's Parks, Forestry and Recreation Division, for the period from date of award until December 31st, 2023, 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 Chief Procurement Officer to process the renewal under the same terms and conditions.

Recommended Supplier:

1913574 Ontario Inc. o/a Royal Oak Tree Services

Contract Award Value:

\$609,473 net of all applicable taxes and charges
\$688,704 including HST and all applicable charges
\$620,200 net of HST recoveries

Contract is expected to start on Date of Award and end on December 31st, 2023.

Option Year 1 (January 1st, 2024 to December 31st, 2024)

\$639,946 net of all applicable taxes and charges

\$723,139 including HST and all applicable charges
\$651,209 net of HST recoveries

Option Year 2 (January 1st, 2025 to December 31st, 2025)
\$671,943 net of all applicable taxes and charges
\$759,296 including HST and all applicable charges
\$683,769 net of HST recoveries

Option Year 3 (January 1st, 2026 to December 31st, 2026)
\$705,541 net of all applicable taxes and charges
\$797,261 including HST and all applicable charges
\$717,959 net of HST recoveries

Option Year 4 (January 1st, 2027 to December 31st, 2027)
\$740,818 net of all applicable taxes and charges
\$837,124 including HST and all applicable charges
\$753,856 net of HST recoveries

The total potential contract award including all option years is \$3,367,721 net of all applicable taxes and charges and \$3,805,524 including all applicable taxes and charges. **The potential cost to the City including all option years is \$3,426,993 net of HST recoveries.**

The above cost calculations reflect a 5% contingency award as well as a 5% vendor price adjustment applied annually.

FINANCIAL IMPACT

The total potential contract award identified in this report including all option years is \$3,367,721 net of all applicable taxes and charges and \$3,805,524 including all applicable taxes and charges. The potential cost to the City including all option years is \$3,426,993 net of HST recoveries.

Funding is available in the 2023 Approved Operating Budget for Parks, Forestry and Recreation Division. Should the option year periods be exercised, appropriate additional funding, as required, will be requested in the corresponding year's Operating Budget Submission 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: P00045 G/L: 4409	Net of HST Recoveries
Initial Year Period From Date of Award to December 31 st , 2023	\$620,200
Option Year 1 From January 1 st , 2024 to December 31 st , 2024	\$651,209

Parks, Forestry and Recreation Cost Centre: P00045 G/L: 4409	Net of HST Recoveries
Option Year 2 From January 1 st , 2025 to December 31 st , 2025	\$683,769
Option Year 3 From January 1 st , 2026 to December 31 st , 2026	\$717,959
Option Year 4 From January 1 st , 2027 to December 31 st , 2027	\$753,856
Grand Total From Date of Award to December 31 st , 2027	\$3,426,993

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

SOLICITATION SUMMARY

Solicitation Issued: January 13th, 2023 **Solicitation Closed:** February 14th, 2023

Number of Addenda Issued: One (1)

Number of Bids: Nine (9)

Table 2: Summary of Bids Received including bid price:

Supplier Name	Bid Price (excluding H.S.T.)
1913574 Ontario Inc. o/a Royal Oak Tree Service	\$580,450**
Salivan Landscape Inc.	\$596,875*
Ontario Line Clearing & Tree Experts Inc.	\$845,885
Davey Tree Expert Co. of Canada/La Compagnie des Experts Pour Abres Davey	\$1,066,552
Lomco Limited	\$1,268,500
Forest Ridge Landscaping Inc.	\$1,330,940
CSL Group Ltd.	\$1,400,025
Horizon North Camp and Catering Partnership	\$1,401,959
1818620 Ontario Ltd. o/a Emission Tree	\$1,404,850

*Bidder was found non-compliant with mandatory requirements.

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

DIVISION CONTACTS

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

Daniel Boven, Manager, Urban Forest Renewal, Parks, Forestry and Recreation, Tel:
416-397-4006, Email: Daniel.Boven@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

Geneviève Sharkey
Chief Procurement Officer