



BID AWARD PANEL CONTRACT AWARD

Award of Doc4129126454 to Sustainable Roots Ecological Restoration Inc. and Brinkman and Associates Reforestation Limited for Planting Site Maintenance for Parks, Forestry and Recreation

Date: January 4, 2024
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, Doc4129126454

Description:
For the non-exclusive supply of labour, equipment, and materials for planting site maintenance at various naturalized areas for the City of Toronto's Parks, Forestry and Recreation Division, for the period from date of award until December 31, 2024 with the option in favour of the City to extend the agreement for up to four (4) additional separate one (1) year periods, all in accordance with the provisions and specifications contained in the Request for Quotation.

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

Recommended Suppliers:

1. Sustainable Roots Ecological Restoration Inc. (Primary Supplier)
2. Brinkman and Associates Reforestation Limited (Secondary Supplier)

Contract Award Value:
Sustainable Roots Ecological Restoration Inc.

\$413,305 net of all applicable taxes and charges
\$467,035 including HST and all applicable charges
\$420,579 net of HST recoveries

Contract is expected to start on date of award and end on December 31, 2024.

Option Year 1: January 1, 2025 to December 31, 2025
\$425,704 net of all applicable taxes and charges
\$481,046 including HST and all applicable charges
\$433,197 net of HST recoveries

Option Year 2: January 1, 2026 to December 31, 2026
\$438,475 net of all applicable taxes and charges
\$495,477 including HST and all applicable charges
\$446,193 net of HST recoveries

Option Year 3: January 1, 2027 to December 31, 2027
\$451,630 net of all applicable taxes and charges
\$510,342 including HST and all applicable charges
\$459,578 net of HST recoveries

Option Year 4: January 1, 2028 to December 31, 2028
\$465,179 net of all applicable taxes and charges
\$525,652 including HST and all applicable charges
\$473,366 net of HST recoveries

The total potential contract award for the initial contract term and all option years is \$2,194,293 net of all applicable taxes and charges, \$2,479,552 including HST and applicable charges. **The total potential cost to the City is \$2,232,913 net of HST recoveries.**

Contract Award Value:
Brinkman and Associates Reforestation

\$327,215 net of all applicable taxes and charges
\$369,753 including HST and all applicable charges
\$332,974 net of HST recoveries

Contract is expected to start on date of award and end on December 31, 2024.

Option Year 1: January 1, 2025 to December 31, 2025
\$337,031 net of all applicable taxes and charges
\$380,845 including HST and all applicable charges
\$342,963 net of HST recoveries

Option Year 2: January 1, 2026 to December 31, 2026
\$347,142 net of all applicable taxes and charges
\$392,270 including HST and all applicable charges
\$353,252 net of HST recoveries

Option Year 3: January 1, 2027 to December 31, 2027
\$357,556 net of all applicable taxes and charges
\$404,039 including HST and all applicable charges
\$363,849 net of HST recoveries

Option Year 4: January 1, 2028 to December 31, 2028
\$368,283 net of all applicable taxes and charges
\$416,160 including HST and all applicable charges
\$374,765 net of HST recoveries

The total potential contract award for the initial contract term and all option years is \$1,737,227 net of all applicable taxes and charges, \$1,963,066 including HST and applicable charges. **The total potential cost to the City is \$1,767,802 net of HST recoveries.**

The combined total potential contract award identified in this report for the initial contract term and all option years is \$3,931,520 net of all applicable taxes and charges, \$4,442,618 including HST and applicable charges. **The combined total potential cost to the City is \$4,000,715 net of HST recoveries.**

The above cost calculations for the option years reflect an estimated 3 percent Consumer Price Index adjustment applied to each option period after the initial term.

FINANCIAL IMPACT

Funding is available in the 2024 Staff Prepared 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 2025-2028 Operating Budget Submissions. Funding details are summarized in Table 1 as follows:

Table 1: Financial Impact Summary of Recommended Contract

Parks, Forestry and Recreation Cost Centre: P13571 G/L: 4409	Net of HST Recoveries
Initial Year Period From Date of Award to December 31 st , 2024	\$753,553
Option Year 1: January 1, 2025 to December 31, 2025	\$776,160
Option Year 2: January 1, 2026 to December 31, 2026	\$799,444

Parks, Forestry and Recreation Cost Centre: P13571 G/L: 4409	Net of HST Recoveries
Option Year 3: January 1, 2027 to December 31, 2027	\$823,428
Option Year 4: January 1, 2028 to December 31, 2028	\$848,130
Total	\$4,000,715

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

SOLICITATION SUMMARY

Solicitation Issued: October 20, 2023 **Solicitation Closed:** November 21, 2023

Number of Addenda Issued: Two (2)

Number of Bids: Two (2)

Table 2: Summary of Bids Received including bid price

Supplier Name	Bid Price (excluding H.S.T.)*
Sustainable Roots Ecological Restoration Inc.**	\$656,040****
Brinkman and Associates Reforestation Limited***	\$779,082****

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

** Primary Supplier

*** Secondary Supplier

****Pursuant of the Request for Quotation document the primary Supplier will be awarded 60 percent of the overall contract value, the secondary Supplier will be awarded 40 percent of the overall contract value in this report.

DIVISION CONTACTS

Marie Reid, Manager, Purchasing Client Services, Purchasing and Materials Management, Telephone: 416-397-5187, Email: Marie.Reid@toronto.ca

Ray Vendrig, Manager, Forest and Natural Area Mgmt., Parks, Forestry and Recreation, Telephone: 416-392-5378, Email: Raymond.Vendrig@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

Genevieve Sharkey
Chief Procurement Officer