



BID AWARD PANEL CONTRACT AWARD

Award of Doc4137121973 to Salivan Landscape Inc. for Tree Pick-Up from City of Toronto Nursery, Planting Services and Watering Services for Parks, Forestry and Recreation

Date: April 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 Doc4137121973

Description:
For the non-exclusive supply of labour, equipment, and materials necessary to provide Tree Pick-Up from the City of Toronto Nursery, Planting Services and Watering Services to various locations throughout 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 an additional term of up to four (4) separate one (1) year periods.

The Request for Quotation is structured to award one (1) separate contract per price schedule to the lowest bidder(s) based on the bidder meeting specifications and providing the lowest total initial base bid price.

Should the option(s) be exercised, then 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 Supplier:
Salivan Landscape Inc.

Contract Award Value:

**Salivan Landscape Inc.
Lowest Bidder – Schedule A**

Initial Contract Term: From date of award to December 31, 2024

\$711,700 net of all applicable taxes and charges (includes a 10% contingency)

\$804,221 including HST and all applicable charges

\$724,226 net of HST recoveries

Option Year 1: January 1, 2025 to December 31, 2025

\$733,051 net of all applicable taxes and charges (includes a 10% contingency)

\$828,348 including HST and all applicable charges

\$745,953 net of HST recoveries

Option Year 2: January 1, 2026 to December 31, 2026

\$755,043 net of all applicable taxes and charges (includes a 10% contingency)

\$853,198 including HST and all applicable charges

\$768,331 net of HST recoveries

Option Year 3: January 1, 2027 to December 31, 2027

\$777,694 net of all applicable taxes and charges (includes a 10% contingency)

\$878,794 including HST and all applicable charges

\$791,381 net of HST recoveries

Option Year 4: January 1, 2028 to December 31, 2028

\$801,025 net of all applicable taxes and charges (includes a 10% contingency)

\$905,158 including HST and all applicable charges

\$815,123 net of HST recoveries

The total potential contract award for the initial contract term and all option years is \$3,778,512 net of all applicable taxes and charges, \$4,269,719 including HST and applicable charges. **The total potential cost to the City is \$3,845,014 net of HST recoveries.**

Salivan Landscape Inc.

Lowest Bidder – Schedule B

Initial Contract Term: From date of award to December 31, 2024

\$286,000 net of all applicable taxes and charges (includes a 10% contingency)

\$323,180 including HST and all applicable charges

\$291,034 net of HST recoveries

Option Year 1: January 1, 2025 to December 31, 2025

\$294,580 net of all applicable taxes and charges (includes a 10% contingency)

\$332,875 including HST and all applicable charges

\$299,765 net of HST recoveries

Option Year 2: January 1, 2026 to December 31, 2026

\$303,417 net of all applicable taxes and charges (includes a 10% contingency)

\$342,862 including HST and all applicable charges

\$308,758 net of HST recoveries

Option Year 3: January 1, 2027 to December 31, 2027

\$312,520 net of all applicable taxes and charges (includes a 10% contingency)

\$353,148 including HST and all applicable charges

\$318,020 net of HST recoveries

Option Year 4: January 1, 2028 to December 31, 2028

\$321,896 net of all applicable taxes and charges (includes a 10% contingency)

\$363,742 including HST and all applicable charges

\$327,561 net of HST recoveries

The total potential contract award for the initial contract term and all option years is \$1,518,413 net of all applicable taxes and charges, \$1,715,807 including HST and applicable charges. **The total potential cost to the City is \$1,545,137 net of HST recoveries.**

Sullivan Landscape Inc.

Lowest Bidder – Schedule C

Initial Contract Term: From date of award to December 31, 2024

\$223,300 net of all applicable taxes and charges (includes a 10% contingency)

\$252,329 including HST and all applicable charges

\$227,230 net of HST recoveries

Option Year 1: January 1, 2025 to December 31, 2025

\$229,999 net of all applicable taxes and charges (includes a 10% contingency)

\$259,899 including HST and all applicable charges

\$234,047 net of HST recoveries

Option Year 2: January 1, 2026 to December 31, 2026

\$236,899 net of all applicable taxes and charges (includes a 10% contingency)

\$267,696 including HST and all applicable charges

\$241,068 net of HST recoveries

Option Year 3: January 1, 2027 to December 31, 2027

\$244,006 net of all applicable taxes and charges (includes a 10% contingency)

\$275,727 including HST and all applicable charges

\$248,300 net of HST recoveries

Option Year 4: January 1, 2028 to December 31, 2028

\$251,326 net of all applicable taxes and charges (includes a 10% contingency)

\$283,999 including HST and all applicable charges

\$255,749 net of HST recoveries

The total potential contract award for the initial contract term and all option years is \$1,185,530 net of all applicable taxes and charges, \$1,339,649 including HST and applicable charges. **The total potential cost to the City is \$1,206,395 net of HST recoveries.**

The combined total potential contract award identified in this report for the initial contract term and all option years is \$6,482,455 net of all applicable taxes and charges, \$7,325,174 including HST and applicable charges. **The combined total potential cost to the City is \$6,596,546 net of HST recoveries.**

The above cost calculations for the option years reflect an estimated 3% increase in the Consumer Price Index.

FINANCIAL IMPACT

The combined total potential contract award identified in this report for the initial contract term and all option years is \$6,482,455 net of all applicable taxes and charges, \$7,325,174 including HST and applicable charges. The combined total potential cost to the City is \$6,596,546 net of HST recoveries.

Funding is available in the 2024 Approved 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

Schedule A Cost Centre: P00034 G/L: 4409	Net of HST Recoveries
Initial Year Period From Date of Award to December 31, 2024	\$724,226
Option Year 1: January 1, 2025 to December 31, 2025	\$745,953
Option Year 2: January 1, 2026 to December 31, 2026	\$768,331
Option Year 3: January 1, 2027 to December 31, 2027	\$791,381
Option Year 4: January 1, 2028 to December 31, 2028	\$815,123
Total Potential Cost to the City – Schedule A	\$3,845,014

Schedule B Cost Centre: P00034 G/L: 4409	Net of HST Recoveries
Initial Year Period From Date of Award to December 31, 2024	\$291,034
Option Year 1: January 1, 2025 to December 31, 2025	\$299,765
Option Year 2: January 1, 2026 to December 31, 2026	\$308,758

Schedule B Cost Centre: P00034 G/L: 4409	Net of HST Recoveries
Option Year 3: January 1, 2027 to December 31, 2027	\$318,020
Option Year 4: January 1, 2028 to December 31, 2028	\$327,561
Total Potential Cost to the City – Schedule B	\$1,545,137

Schedule C Cost Centre: P00021 G/L: 4409	Net of HST Recoveries
Initial Year Period From Date of Award to December 31, 2024	\$227,230
Option Year 1: January 1, 2025 to December 31, 2025	\$234,047
Option Year 2: January 1, 2026 to December 31, 2026	\$241,068
Option Year 3: January 1, 2027 to December 31, 2027	\$248,300
Option Year 4: January 1, 2028 to December 31, 2028	\$255,749
Total Potential Cost to the City – Schedule C	\$1,206,395

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

SOLICITATION SUMMARY

Solicitation Issued: January 26, 2024 **Solicitation Closed:** February 21, 2024

Number of Addenda Issued: Two (2)

Number of Bids: Three (3) per price schedule

Table 2: Summary of Bids Received including bid price:

Price Schedule A:

Supplier Name	Bid Price (excluding H.S.T.)
Salivan Landscape Inc.*	\$647,000
Royal Oak Tree Services Inc.	\$783,400
Lomco Limited	\$823,350

Price Schedule B:

Supplier Name	Bid Price (excluding H.S.T.)
Salivan Landscape Inc.*	\$260,000
Lomco Limited	\$357,500
Royal Oak Tree Services Inc.	\$406,250

Price Schedule C:

Supplier Name	Bid Price (excluding H.S.T.)
Salivan Landscape Inc.*	\$203,000
Lomco Limited	\$421,900
Royal Oak Tree Services Inc.	\$461,650

* Pursuant to the Request for Quotation the Contract Award Value includes contingency

DIVISION CONTACTS

Clarman Yang, Manager, Purchasing Client Services, Purchasing and Materials Management, 416-392-1302, Clarman.Yang@toronto.ca

Daniel Boven, Manager, Urban Forest Renewal, Parks, Forestry and Recreation, 416-397-4006, 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

Genevieve Sharkey
Chief Procurement Officer