



BID AWARD PANEL CONTRACT AWARD

Award of Doc4679218009 to Multiple Suppliers for Supply, Delivery and Off-Loading Trees and Shrubs for Parks, Forestry and Recreation

Date: November 21, 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 Doc4679218009

Description:

For the non-exclusive supply, delivery and off-loading of various trees and shrubs for the City of Toronto's Parks, Forestry and Recreation, for the period from date of award until December 31, 2025 with the option in favour of the City to extend the agreement for up to three (3) separate one (1) year periods, all in accordance with the provisions and specifications contained in the Request for Quotation.

The Request for Quotation is structured to award five (5) separate contracts to the lowest Supplier(s) based on the Supplier meeting specifications and providing the lowest total initial base bid price with the following allocation: 100% of the work to the primary Supplier for Schedule A, 80% of the work to the primary Supplier and 20% of the work to the secondary Supplier for Schedules B and C respectively.

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 Suppliers:

1. Hortico Inc. (Primary Supplier, Schedule A)
2. Neil Vanderkruk Holdings Inc. (Primary Supplier, Schedule B)
3. Dutchmaster Nurseries Limited (Secondary Supplier, Schedule B)
4. Uxbridge Nurseries Limited (Primary Supplier, Schedule C)
5. Neil Vanderkruk Holdings Inc. (Secondary Supplier, Schedule C)

Contract Award Value:

Hortico Inc. (Primary Supplier – Schedule A)

Initial Contract Term: From date of award to December 31, 2025

\$158,920 net of all applicable taxes and charges (including 20% Miscellaneous Item)

\$179,579 including HST and all applicable charges

\$161,717 net of HST recoveries

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

\$163,687 net of all applicable taxes and charges

\$184,967 including HST and all applicable charges

\$166,568 net of HST recoveries

Option Year 2: January 1, 2027 to December 31, 2027

\$168,598 net of all applicable taxes and charges

\$190,516 including HST and all applicable charges

\$171,565 net of HST recoveries

Option Year 3: January 1, 2028 to December 31, 2028

\$173,656 net of all applicable taxes and charges

\$196,231 including HST and all applicable charges

\$176,712 net of HST recoveries

The total potential contract award for the initial contract term and all option years is \$664,860 net of all applicable taxes and charges, \$751,292 including HST and applicable charges. **The total potential cost to the City is \$676,562 net of HST recoveries.**

Neil Vanderkruk Holdings Inc. (Primary Supplier – Schedule B)

Initial Contract Term: From date of award to December 31, 2025

\$570,500 net of all applicable taxes and charges (including 20% Miscellaneous Item)

\$644,665 including HST and all applicable charges

\$580,541 net of HST recoveries

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

\$587,615 net of all applicable taxes and charges

\$664,005 including HST and all applicable charges

\$597,957 net of HST recoveries

Option Year 2: January 1, 2027 to December 31, 2027

\$605,244 net of all applicable taxes and charges

\$683,925 including HST and all applicable charges

\$615,896 net of HST recoveries

Option Year 3: January 1, 2028 to December 31, 2028

\$623,401 net of all applicable taxes and charges

\$704,433 including HST and all applicable charges

\$634,373 net of HST recoveries

The total potential contract award for the initial contract term and all option years is \$2,386,760 net of all applicable taxes and charges, \$2,697,039 including HST and applicable charges. **The total potential cost to the City is \$2,428,767 net of HST recoveries.**

Dutchmaster Nurseries Limited (Secondary Supplier – Schedule B)

Initial Contract Term: From date of award to December 31, 2025

\$225,192 net of all applicable taxes and charges (including 20% Miscellaneous Item)

\$254,467 including HST and all applicable charges

\$229,155 net of HST recoveries

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

\$231,948 net of all applicable taxes and charges

\$262,101 including HST and all applicable charges

\$236,030 net of HST recoveries

Option Year 2: January 1, 2027 to December 31, 2027

\$238,906 net of all applicable taxes and charges

\$269,964 including HST and all applicable charges

\$243,111 net of HST recoveries

Option Year 3: January 1, 2028 to December 31, 2028

\$246,073 net of all applicable taxes and charges

\$278,063 including HST and all applicable charges

\$250,404 net of HST recoveries

The total potential contract award for the initial contract term and all option years is \$942,119 net of all applicable taxes and charges, \$1,064,595 including HST and applicable charges. **The total potential cost to the City is \$958,701 net of HST recoveries.**

Uxbridge Nurseries Limited (Primary Supplier – Schedule C)

Initial Contract Term: From date of award to December 31, 2025

\$132,322 net of all applicable taxes and charges (including 20% Miscellaneous Item)

\$149,523 including HST and all applicable charges

\$134,650 net of HST recoveries

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

\$136,291 net of all applicable taxes and charges

\$154,009 including HST and all applicable charges

\$138,690 net of HST recoveries

Option Year 2: January 1, 2027 to December 31, 2027

\$140,380 net of all applicable taxes and charges

\$158,629 including HST and all applicable charges

\$142,851 net of HST recoveries

Option Year 3: January 1, 2028 to December 31, 2028

\$144,591 net of all applicable taxes and charges

\$163,388 including HST and all applicable charges
\$147,136 net of HST recoveries

The total potential contract award for the initial contract term and all option years is \$553,584 net of all applicable taxes and charges, \$625,550 including HST and applicable charges. **The total potential cost to the City is \$563,327 net of HST recoveries.**

Neil Vanderkruk Holdings Inc. (Secondary Supplier – Schedule C)

Initial Contract Term: From date of award to December 31, 2025

\$39,139 net of all applicable taxes and charges (including 20% Miscellaneous Item)
\$44,227 including HST and all applicable charges
\$39,828 net of HST recoveries

Option Year 1: January 1, 2026 to December 31, 2026
\$40,313 net of all applicable taxes and charges
\$45,554 including HST and all applicable charges
\$41,023 net of HST recoveries

Option Year 2: January 1, 2027 to December 31, 2027
\$41,523 net of all applicable taxes and charges
\$46,921 including HST and all applicable charges
\$42,254 net of HST recoveries

Option Year 3: January 1, 2028 to December 31, 2028
\$42,769 net of all applicable taxes and charges
\$48,329 including HST and all applicable charges
\$43,521 net of HST recoveries

The total potential contract award for the initial contract term and all option years is \$163,744 net of all applicable taxes and charges, \$185,031 including HST and applicable charges. **The total potential cost to the City is \$166,626 net of HST recoveries.**

The combined total potential contract award identified in this report for the initial contract term and all option years is \$4,711,069 net of all applicable taxes and charges, \$5,323,508 including HST and applicable charges. **The combined total potential cost to the City is \$4,793,983 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 \$4,711,069 net of all applicable taxes and charges, \$5,323,508 including HST and applicable charges. The combined total potential cost to the City is \$4,793,983 net of HST recoveries.

Funding is available in the 2024 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 Primary Supplier: Hortico Inc. Cost Centre: P00105 G/L: 2560	Net of HST Recoveries
Initial Year Period From Date of Award to December 31, 2025	\$161,717
Option Year 1: January 1, 2026 to December 31, 2026	\$166,568
Option Year 2: January 1, 2027 to December 31, 2027	\$171,565
Option Year 3: January 1, 2028 to December 31, 2028	\$176,712
Total Potential Cost to the City – Schedule A (Primary Supplier)	\$676,562

Schedule B Primary Supplier: Neil Vanderkruk Holdings Inc. Cost Centre: P00034 G/L: 2560	Net of HST Recoveries
Initial Year Period From Date of Award to December 31, 2025	\$580,541
Option Year 1: January 1, 2026 to December 31, 2026	\$597,957
Option Year 2: January 1, 2027 to December 31, 2027	\$615,896
Option Year 3: January 1, 2028 to December 31, 2028	\$634,373
Total Potential Cost to the City – Schedule B (Primary Supplier)	\$2,428,767

Schedule B Secondary Supplier: Dutchmaster Nursery Cost Centre: P00034 G/L: 2560	Net of HST Recoveries
Initial Year Period From Date of Award to December 31, 2025	\$229,155
Option Year 1: January 1, 2026 to December 31, 2026	\$236,030
Option Year 2: January 1, 2027 to December 31, 2027	\$243,111

Schedule B Secondary Supplier: Dutchmaster Nursery Cost Centre: P00034 G/L: 2560	Net of HST Recoveries
Option Year 3: January 1, 2028 to December 31, 2028	\$250,404
Total Potential Cost to the City – Schedule B (Secondary Supplier)	\$958,701

Schedule C Primary Supplier: Uxbridge Nurseries Limited Cost Centre: P00021 G/L: 2560	Net of HST Recoveries
Initial Year Period From Date of Award to December 31, 2025	\$134,650
Option Year 1: January 1, 2026 to December 31, 2026	\$138,690
Option Year 2: January 1, 2027 to December 31, 2027	\$142,851
Option Year 3: January 1, 2028 to December 31, 2028	\$147,136
Total Potential Cost to the City – Schedule C (Primary Supplier)	\$563,327

Schedule C Secondary Supplier: Neil Vanderkruk Holdings Inc. Cost Centre: P00021 G/L: 2560	Net of HST Recoveries
Initial Year Period From Date of Award to December 31, 2025	\$39,828
Option Year 1: January 1, 2026 to December 31, 2026	\$41,023
Option Year 2: January 1, 2027 to December 31, 2027	\$42,254
Option Year 3: January 1, 2028 to December 31, 2028	\$43,521
Total Potential Cost to the City – Schedule C (Secondary Supplier)	\$166,626

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

SOLICITATION SUMMARY

Solicitation Issued: August 2, 2024

Solicitation Closed: August 27, 2024

Number of Addenda Issued: Zero (0)

Number of Bids: Eight (8)

Table 2: Summary of Bids Received including bid price:

Price Schedule A:

Supplier Name	Bid Price (excluding H.S.T.)
Hortico Inc.	\$158,920
Neil Vanderkruk Holdings Inc.	\$166,209
Dutchmaster Nurseries Limited	\$227,985
Verbinnens Nursery Limited	\$234,907
Sheridan Nurseries Limited	\$302,895

Price Schedule B:

Supplier Name	Bid Price (excluding H.S.T.)
Neil Vanderkruk Holdings Inc.	\$713,125
Sheridan Nurseries Limited	\$1,113,342*
Dutchmaster Nursery	\$1,125,960

Price Schedule C:

Supplier Name	Bid Price (excluding H.S.T.)
V Kraus Nurseries Limited	\$75,762*
Uxbridge Nurseries Limited	\$166,002
Neil Vanderkruk Holdings Inc.	\$196,561
Dutchmaster Nursery	\$197,814
Sheridan Nurseries Limited	\$276,270*

*Supplier was found non-compliant with the mandatory requirements of the Request for Quotation

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 Supplier with the lowest bid meeting specifications or 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