



BID AWARD PANEL CONTRACT AWARD

Award of Doc4797820542 to Urban Forest Innovations Inc. for the Supply of Arborist Services for Roadways Projects for Engineering and Construction Services

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 Doc4797820542, Contract 24ECS-RD-01LR

Description:

Provision of Arborist Services for Roadways Projects at various locations in the City of Toronto from the date of award to November 30, 2025 with the option to renew the Contract for two (2) additional separate one (1) year periods, at the sole discretion of the City and subject to budget approval.

Should the option(s) be exercised the Chief Engineer and Executive Director, Engineering and Construction Services will request the Chief Procurement Officer to process the renewals under the same terms and conditions.

Recommended Supplier:

Urban Forest Innovations Inc.

Contract Award Value:

\$218,400 net of all applicable taxes and charges
\$246,792 including HST and all applicable charges
\$222,244 net of HST recoveries

Contract is expected to start on date of award and end on November 30, 2025

Option Year 1: December 1, 2025 - November 30, 2026
\$224,952 net of all applicable taxes and charges
\$254,196 including HST and all applicable charges
\$228,911 net of HST recoveries

Option Year 2: December 1, 2026 - November 30, 2027
 \$231,701 net of all applicable taxes and charges
 \$261,822 including HST and all applicable charges
 \$235,778 net of HST recoveries

The total potential contract award identified in this report, including all option periods, is \$762,809 including all applicable taxes and charges and \$675,052 net of all taxes and charges and. **The total potential cost to the City including all option periods is \$686,933 net of HST recoveries.**

The cost calculation for the option periods reflects an estimated three (3) percent Consumer Price Index (CPI) applied annually to the annual cost after the initial year.

FINANCIAL IMPACT

The total potential contract award identified in this report, including all option periods, is \$762,809 including all applicable taxes and charges and \$675,052 net of all taxes and charges and. The total potential cost to the City including all option periods is \$686,933 net of HST recoveries.

The engineering estimate for this project is \$125,040 per year net of all taxes and charges.

Funding is included in the 2024 Capital Budget and 2025 - 2033 Capital Plan for Transportation Services. Additional funding details are summarized in Table 1 below.

Table 1: Financial Impact Summary of Recommended Contract

Description	WBS Element	Date of Award to November 30, 2025	Option Year 1 December 1, 2025 to November 30, 2026	Option Year 2 December 1, 2026 to November 30, 2027	Total (net of HST recoveries)
Local Road Rehabilitation	CTP315-07-644	\$128,901	\$132,768	\$136,752	\$398,421
Major Roads Rehabilitation	CTP315-06-574	\$93,342	\$96,143	\$99,027	\$288,512
Total		\$222,243	\$228,911	\$235,779	\$686,933

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

SOLICITATION SUMMARY

Solicitation Issued: October 1, 2024
Number of Addenda Issued: One (1)
Number of Bids: Five (5)

Solicitation Closed: October 17, 2024

Table 2: Summary of Bids Received including bid price

Supplier Name	Bid Price (excluding H.S.T.)
Urban Forest Innovations Inc.	\$182,000.00*
Davey Tree Expert Co. of Canada, Limited	\$229,822.00
Aquafor Beech Limited	\$252,300.00
GEI Consultants Canada Ltd.	\$262,400.00
Kuntz Forestry Consulting Inc.	\$294,500.00

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

DIVISION CONTACTS

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Mobushar Pannu, Director, Design and Construction, Transportation Infrastructure
Roadways, Engineering and Construction Services, 416-392-8412,
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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

Geneviève Sharkey,
Chief Procurement Officer