

**CITY OF VAUGHAN**

**EXTRACT FROM COUNCIL MEETING MINUTES OF JUNE 28, 2016**

Item 5, Report No. 27, of the Committee of the Whole, which was adopted without amendment by the Council of the City of Vaughan on June 28, 2016.

**5      AWARD OF PROPOSAL RFP16-226 FOR STREET TREE DATA COLLECTION**

**The Committee of the Whole recommends:**

- 1)      That the recommendation contained in the following report of the Deputy City Manager of Public Works and the Director of Transportation Services, Parks and Forestry Operations, dated June 21, 2016, be approved; and**
- 2)      That the following be approved in accordance with Communication C3, memorandum from the Deputy City Manager of Public Works and the Director of Transportation Services, Parks and Forestry Operations, dated June 16, 2016:**
  - 1.      That RFP16-226 for Street Tree Data Collection for the City of Vaughan be awarded to R&B Cormier Inc. in the amount of \$184,113.00 plus applicable taxes;**
  - 2.      That a provisional allowance in the amount of \$123,272.00 plus applicable taxes be awarded within the same contract for collection of tree data in woodlots, parks and open spaces;**
  - 3.      That a 10% contingency allowance in the amount of \$30,738.50 plus applicable taxes be approved, within which the Director of Transportation Services, Parks and Forestry Operations, or designate is authorized to approve amendments to the contract;**
  - 4.      That the amounts of the above recommendations, including provisional and contingency allowances, be funded from Capital Project EN-1958-13; and**
  - 5.      That the Mayor and the City Clerk be authorized to sign the appropriate documents.**

**Recommendation**

The Deputy City Manager of Public Works and the Director of Transportation Services, Parks and Forestry Operations, in consultation with the Chief Information Officer, the Director of Purchasing Services and the Director of Financial Planning and Development Finance, recommend:

- 1.      That consideration be given to a communication submitted to Committee of the Whole containing an analysis of the submissions received in respect of RFP 16-226 – Street Tree Data Collection.**

**Contribution to Sustainability**

An inventory of the City's street trees will be used to optimize renewal and planting decisions, such that selected tree species are selected to best achieve the City's environmental and financial sustainability targets. The street tree inventory will also enable the City to conduct tree care and maintenance more efficiently, and to better prepare for and respond to events that can destroy our tree canopy, including wind storms, ice storms and insect infestations.

**Economic Impact**

The highest scoring proposal RFP16-226, submitted by the bidder, will be determined after the bid closes on Friday May 27, 2016. The economic impact resulting from this contract will be discussed in the subsequent communication item to Committee of the Whole on June 21, 2016, and it is anticipated to fall within the approved Capital Project EN-1958-13.

## CITY OF VAUGHAN

### EXTRACT FROM COUNCIL MEETING MINUTES OF JUNE 28, 2016

Item 5, CW Report No. 27 – Page 2

#### Communications Plan

Vaughan citizens were informed about this initiative in the April 2016 issue of the Vaughan at Work newsletter, through an article called “Getting to Know our Trees”. Additional information will be published on the City’s Trees Website (Vaughan.ca/trees) throughout the project.

#### Purpose

The purpose of this report is to provide the Committee with information on street tree data collection, and recommend that Council consider the supplementary communication regarding RFP16-226, provided to Committee of the Whole on June 21, 2016, and which includes a synopsis of the bid results and an award recommendation.

#### Background - Analysis and Options

**The City needs a detailed inventory of its street trees, to conduct tree care and maintenance activities more efficiently, and to make more informed medium-term and long-term planning decisions for the urban tree canopy.**

The City owns an estimated 150,000 – 180,000 trees along more than 360 km of City and Regional roadways that criss-cross the City of Vaughan. For these trees, the City is responsible for regular care and maintenance, pruning, replacement, protection from severe weather and insect infestation, removal of dangerous and sick trees, and planning for the long-term health the urban tree canopy.

To conduct these activities effectively, the City needs a detailed inventory of each street tree, including tree age, species and geo-location. This data will allow staff to complete more tasks without a time-consuming site visit, and make more effective use of their time in the field. For example, staff will be able to identify tree ownership from a geo-spatial map, and determine equipment needed based on tree species and age recorded in the inventory data. Also, knowing the geo-location of individual trees and their characteristics will staff to more quickly locate and identify individual trees referenced in work orders, and protect vulnerable trees from species-specific threats, such as insect infestations. Moreover, as the City accumulates maintenance and repair data on individual trees, the life cycle costs of different tree types will be used to make more informed tree selection and planting decisions.

**In May 2016, the City invited bidders to bid on RFP16-226.**

Purchasing Services advertised RFP16-226 on the City of Vaughan’s Bids Opportunities Website, Ontario Public Buyers Association’s Website and on Bidding on Wednesday May 11, 2016, with a closing date of Friday May 27, 2016.

The professional services required are not limited to a unique data collection approach, but staff anticipate that the most cost-effective approach to building the tree inventory will involve computer analysis of an aerial ortho-photograph taken when the trees are at full-leaf. The Consultant will be responsible for the ortho-photography, as well as development and calibration of the computer algorithm to determine from the ortho-photo pixels the geo-location, species, leaf coverage and approximate age of the trees in the image. The algorithm will be calibrated based on a sample of tree data collected by on-the-ground observation.

**Following the deadline for the submission of bids, Staff will provide a subsequent communication to Committee of the Whole that will include a synopsis of the bid results and an award recommendation.**

**CITY OF VAUGHAN**

**EXTRACT FROM COUNCIL MEETING MINUTES OF JUNE 28, 2016**

Item 5, CW Report No. 27 – Page 3

This communication item that will include a synopsis of the bid results and an award recommendation will be brought forward to Committee of the Whole on June 21, 2016.

**Relationship to Term of Council Service Excellence Strategy Map (2014-2018)**

This project falls within the Term of Council Priority, “T06 – Invest, Renew and Manage Infrastructure Assets”, and progress is being reported in the Service Excellence Dashboard as “T06.3 – Corporate Asset Management”. The street tree data will also support planning and maintenance activities required for Priority “T05 – Re-establish the urban tree canopy”.

**Regional Implications**

Not Applicable.

**Conclusion**

That RFP16-226, for Street Tree Data Collection, be brought forward for authorization at Committee of the Whole on June 21, 2016, after the received bids have been evaluated.

**Attachments**

None.

**Report prepared by:**

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