

**CITY OF VAUGHAN**

**EXTRACT FROM COUNCIL MEETING MINUTES OF MAY 19, 2015**

Item 25, Report No. 20, of the Committee of the Whole, which was adopted, as amended, by the Council of the City of Vaughan on May 19, 2015, as follows:

***By approving the recommendation in Communication C5 from the Commissioner of Public Works and the Director of Transportation Services, Parks and Forestry Operations, dated May 19, 2015, as follows:***

- 1. That the Award of Tender T15-111 for the Supply and Planting of Trees throughout the City of Vaughan be awarded to M&S Architectural Ltd. for a one year contract, at a total cost of \$1,822,286.37 (excluding HST and administrative recovery);***
- 2. That a contingency allowance in the amount of \$182,229.00 (10%) be approved within which the Director of Transportation Services, Parks and Forestry Operations is authorized to approve amendments to the contract; and***
- 3. That the Mayor and Clerk be authorized to sign the necessary documents.***

**25 TENDER T15-111 - SUPPLY AND PLANTING OF TREES CITY WIDE  
ALL WARDS**

The Committee of the Whole recommends approval of the recommendation contained in the following report of the Commissioner of Public Works and the Director of Transportation Services, Parks and Forestry Operations, dated May 5, 2015:

**Recommendation**

The Commissioner of Public Works and the Director of Transportation Services, Parks and Forestry Operations, in consultation with the Director of Purchasing Services and the Director of Financial Planning and Analytics recommend:

1. That the award recommendation report for T15-111, the Supply and Planting of Trees throughout the City of Vaughan, be brought forward to Council on May 19, 2015.

**Contribution to Sustainability**

This report is consistent with the priorities previously set by Council in the Green Directions Vaughan, Community Sustainability Environmental Master Plan, Goal 2, Objective 2.2:

- To develop Vaughan as a City with maximum green space and an urban form that supports our expected population growth by providing strategies for achieving our urban forest targets which include; planning, maintenance, species and planting recommendations.

**Economic Impact**

Funds for Tender T15-111 for the Supply and Planting of Trees throughout the City of Vaughan were approved in both the 2014 and 2015 Capital Budgets.

## **CITY OF VAUGHAN**

### **EXTRACT FROM COUNCIL MEETING MINUTES OF MAY 19, 2015**

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#### **Communications Plan**

The tree planting tender is part of a multi-year strategy to replace trees lost due to regular mortality, EAB infestation and the 2013 ice storm. An upcoming information report to Council in June will outline the 2015 City Wide Tree Planting Strategy. A list of planting locations will be posted on the City website and both Corporate Communications and city staff will be provided with detailed information ensuring a consistent message is relayed to the residents regarding the multi-year tree planting strategy. Moving forward staff proposes to report annually to Council on the progress of the replanting efforts city wide and post the most current information on the department's web page.

#### **Purpose**

The purpose of this report is to inform Council that Tender T15-111 closed April 21, 2015 and that staff will submit an award recommendation report to Council at the meeting on May 19, 2015 after the tender evaluations are completed.

#### **Background - Analysis and Options**

Purchasing Services advertised the tender on the Ontario Public Buyers Association and the Bidingo and on the City Web Page on April 11, 2013 with an original closing date of April 17, 2015. A mandatory site meeting was held at the Joint Operations Centre, 2800 Rutherford Road, Vaughan, on April 10, 2015. One addendum was issued to answer questions received and to extend the closing date to April 21, 2015.

Seven (7) proponents attended the mandatory site meeting. Four (4) bids were received on closing. Staff is currently in the process of evaluating the tender submissions.

The Transportation Services, Parks and Forestry Operations Department administers the removal of dead trees due to disease, insects or storm damage (including the stumps) and also replants trees on public lands throughout the City of Vaughan.

The number of trees identified in this tender is 3,840. The trees are identified for planting in 2013 and 2014. The current contract T15-111 is a combination of the prioritized deferred 2014 fall plantings and the 2015 regular, EAB, and ice storm plantings as outlined in the report received by the Finance, Administration and Audit Committee, March 2, 2015, Item 1, Report 6.

#### **Relationship to Vaughan Vision 2020/Strategic Plan**

In consideration of the strategic priorities related to Vaughan Vision 2020, the project will provide:

- **STRATEGIC GOAL:**  
Service Excellence – Providing service excellence to citizens.
- **STRATEGIC OBJECTIVES:**  
Pursue Excellence in Service Delivery, Enhance and Ensure Community Safety and Health and Wellness – To deliver high quality services and to promote health and wellness through design and program.

#### **Regional Implications**

There are no regional implications.

**CITY OF VAUGHAN**

**EXTRACT FROM COUNCIL MEETING MINUTES OF MAY 19, 2015**

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**Conclusion**

The tender evaluation will be completed prior to the scheduled Council Meeting on May 19, 2015. At that meeting, staff will provide Council with a communication containing an award recommendation.

**Attachments**

N/A

**Report prepared by:**

Zoran Postic, Director of Transportation Services and Parks and Forestry Operations, Ext. 6137  
Joerg Hettman, Acting Manager of Parks Services, Ext. 6139

C	<u>5</u>
Item #	<u>25</u>
Report No.	<u>20 (CW)</u>
<u>Council - May 19/15</u>	

**COUNCIL**      **MAY 19, 2015**

**TENDER AWARD T15-111 - SUPPLY AND PLANTING OF TREES CITY WIDE**  
**ALL WARDS**

**Recommendation**

The Commissioner of Public Works and the Director of Transportation Services, Parks and Forestry Operations, in consultation with the Director of Purchasing Services and the Director of Financial Planning and Analytics recommend:

1. The Award of Tender T15-111 for the Supply and Planting of Trees throughout the City of Vaughan be awarded to M&S Architectural Ltd. for a one year contract, at a total cost of \$1,822,286.37 (excluding HST and administrative recovery);
2. That a contingency allowance in the amount of \$182,229.00 (10%) be approved within which the Director of Transportation Services, Parks and Forestry Operations is authorized to approve amendments to the contract; and
3. That the Mayor and Clerk be authorized to sign the necessary documents.

**Contribution to Sustainability**

This report is consistent with the priorities previously set by Council in the Green Directions Vaughan, Community Sustainability Environmental Master Plan, Goal 2, Objective 2.2:

- To develop Vaughan as a City with maximum green space and an urban form that supports our expected population growth by providing strategies for achieving our urban forest targets which include; planning, maintenance, species and planting recommendations.

**Economic Impact**

The lowest bid price, submitted by M&S Architectural Ltd., was \$1,822,286.37 (excluding HST and administrative recovery). Funds for Tender T15-111 for the Supply and Planting of Trees throughout the City of Vaughan were approved in both the 2014 and 2015 Capital Budgets.

**Sufficient funding to cover the Tender T15-111, Supply and Planting of Trees is budgeted for under the 2015 Capital Budget and remaining funds from previous years' Capital Budgets.**

The supplying and planting of trees (including other accompanying activities) will be funded from the following Capital Projects: PO-6700-10 Tree Planting Program; RP-6700-15 Tree Planting Regular; RP-6757-15 Tree Planting Regular Added; PO-6739-13 Tree Replacement Program EAB; RP-6739-15 Tree Planting Program EAB; and RP-6755-15 Ice Storm Tree Replacement. A contingency of 10% of the bid price has been included in the budget to account for unanticipated expenses.

The financial summary identifying funding availability is as follows:

<b>Financial Summary</b> <b>Tree Planting Program (Regular/EAB/Ice Storm)</b> <b>PO-6700-10/RP-6700-15/RP-6757-15/PO-6739-13/RP-6739-15/ RP-6755-15</b>	
Capital Budget (Prior Years)	3,470,724
2015 Capital Budget	2,186,860
<b>Total Capital Budget</b>	<b>5,657,584</b>
Less: Expenses/ Commitments to Date : April 30th, 2015	2,780,641
<b>Total Available Funds</b>	<b>2,876,942</b>
Costs:	
Tender Cost T15-111 - (excluding HST)	1,822,286
Contingency Allowance (10%)	182,229
Sub-Total	2,004,515
Non Refundable Portion of HST (1.76%)	35,279
Sub-Total	2,039,794
Administration Recovery (3%)	61,194
<b>Total Cost</b>	<b>2,100,988</b>
<b>Balance Remaining</b>	<b>775,954</b>

Details of the individual capital projects are shown in the table below:

Capital Project # and Name (Previous Years)	Budget	Expenses/ Commitments to Date	Budget Remaining
PO-6700-10: Tree Planting Program	2,642,070	2,551,628	90,442
PO-6739-13: Tree Replacement Prog EAB	828,654	229,014	599,640
<b>Sub-Total: Carryover Capital Budget</b>	<b>3,470,724</b>	<b>2,780,641</b>	<b>690,082</b>
Capital Project # and Name (2015 Budget)	Budget	Expenses/ Commitments to Date	Budget Remaining
RP-6700-15: Tree Planting Regular	611,030	-	611,030
RP-6757-15: Tree Planting Regular Added	413,655	-	413,655
RP-6739-15: Tree Planting Prog EAB	365,959	-	365,959
RP-6755-15: Ice Storm Tree Replacement	796,216	-	796,216
<b>Sub-Total: 2015 Approved Capital Budget</b>	<b>2,186,860</b>	<b>-</b>	<b>2,186,860</b>
<b>Total Budget Available</b>	<b>5,657,584</b>	<b>2,780,641</b>	<b>2,876,942</b>

## **Communications Plan**

The tree planting tender is part of a multi-year strategy to replace trees lost due to regular mortality, EAB infestation and the 2013 ice storm. An upcoming information report to Council in June will outline the 2015 City Wide Tree Planting Strategy. A list of planting locations will be posted on the City website and both Corporate Communications and city staff will be provided with detailed information ensuring a consistent message is relayed to the residents regarding the tree planting strategy. Moving forward staff proposes to report annually to Council on the progress of the replanting efforts city wide and post the most current information on the department's web page.

## **Purpose**

The purpose of this report is to award Tender T15-111 for the Supply and Planting of Trees within the City of Vaughan on public lands.

## **Background - Analysis and Options**

The Transportation Services, Parks and Forestry Operations Department administers the removal of dead trees due to disease, insects or storm damage (including the stumps) and also replants trees on public lands throughout the City of Vaughan.

The number of trees identified in this tender is 3,840. The trees were identified for planting in 2013 and 2014. The current contract T15-111 is a combination of the prioritized deferred 2014 fall plantings and the 2015 regular, EAB, and ice storm plantings as outlined in the report received by the Finance, Administration and Audit Committee, March 2, 2015, Item 1, Report 6.

Purchasing Services advertised the tender on the Ontario Public Buyers Association and the Bidding and on the City Web Page on April 11, 2013 with an original closing date of April 17, 2015. A mandatory site meeting was held at the Joint Operations Centre, 2800 Rutherford Road, Vaughan, on April 10, 2015. One addendum was issued to answer questions received and to extend the closing date to April 21, 2015. Nine (9) proponents attended the mandatory site meeting. Four (4) bids were received on closing.

The bid results are as follows:

<b>Contractor</b>	<b>Amount</b>
M&S Architectural Ltd. Gilford, ON	\$1,822,286.37
Titanium Contracting Inc. Toronto, ON	\$2,474,405.00
Lomco Limited Newmarket, ON	\$2,717,940.00
CSL Group Ltd. Ancaster, ON	\$4,523,383.00

Parks and Forestry staff, in conjunction with Purchasing Services met with M&S Architectural Ltd. on April 28, 2015 and discussed the proponent's project plan, and operational preparations to the satisfaction of the City. References endorsed the company's tender during interviews on May 6 and 7, 2015. The significant variance between the successful and the next bidder could be attributed to the proponent being a new entry to the tree planting program.

### **Relationship to Vaughan Vision 2020/Strategic Plan**

This report is consistent with the priorities previously set by Council and ties into the following Vaughan Vision 2020 Goals and Objectives:

Goal: Service Excellence  
Objective: Pursue Excellence in Service Delivery  
Objective: Enhance and Ensure Community safety, Health & Wellness

Goal: Management Excellence  
Objective: Maintain Assets and Infrastructure Integrity

### **Regional Implications**

There are no regional implications.

### **Conclusion**

Based on the bid prices submitted, it is recommended that Tender T15-111 for the Supply and Planting of Trees throughout the City of Vaughan be awarded to M&S Architectural Ltd. of Gilford, Ontario for a one year contract in the amount of \$1,822,286.37 (excluding HST).

### **Attachments**

N/A

### **Report prepared by:**

Zoran Postic, Director of Transportation Services and Parks and Forestry Operations, Ext. 6137  
Joerg Hettmann, Acting Manager of Parks Services, Ext. 6139

Respectfully submitted,



Paul Jankowski  
Commissioner of Public Works



Zoran Postic  
Director of Transportation Services,  
Parks and Forestry Operations

**TENDER T15-111 - SUPPLY AND PLANTING OF TREES CITY WIDE  
ALL WARDS****Recommendation**

The Commissioner of Public Works and the Director of Transportation Services, Parks and Forestry Operations, in consultation with the Director of Purchasing Services and the Director of Financial Planning and Analytics recommend:

1. That the award recommendation report for T15-111, the Supply and Planting of Trees throughout the City of Vaughan, be brought forward to Council on May 19, 2015.

**Contribution to Sustainability**

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**Economic Impact**

Funds for Tender T15-111 for the Supply and Planting of Trees throughout the City of Vaughan were approved in both the 2014 and 2015 Capital Budgets.

**Communications Plan**

The tree planting tender is part of a multi-year strategy to replace trees lost due to regular mortality, EAB infestation and the 2013 ice storm. An upcoming information report to Council in June will outline the 2015 City Wide Tree Planting Strategy. A list of planting locations will be posted on the City website and both Corporate Communications and city staff will be provided with detailed information ensuring a consistent message is relayed to the residents regarding the multi-year tree planting strategy. Moving forward staff proposes to report annually to Council on the progress of the replanting efforts city wide and post the most current information on the department's web page.

**Purpose**

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### **Regional Implications**

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### **Conclusion**

The tender evaluation will be completed prior to the scheduled Council Meeting on May 19, 2015. At that meeting, staff will provide Council with a communication containing an award recommendation.

### **Attachments**

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