

## Staff Report

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| <b>Report To:</b>       | <b>General Government Committee</b>                           |                       |            |
| <b>Date of Meeting:</b> | April 19, 2021  | <b>Report Number:</b> | FSD-020-21 |
| <b>Submitted By:</b>    | Trevor Pinn, Director of Financial Services/Treasurer         |                       |            |
| <b>Reviewed By:</b>     | Andrew C. Allison, CAO  | <b>Resolution#:</b>   |            |
| <b>File Number:</b>     | CL2021-3  | <b>By-law Number:</b> |            |
| <b>Report Subject:</b>  | Emergency Tree Pruning Removal & Hydro Line Clearing Registry |                       |            |

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### Recommendations:

1. That Report FSD-020-21 be received;
2. That Asplundh Canada ULC, Cressman Tree Maintenance & Landscaping Ltd., Davey Tree Expert Co. of Canada Limited, Ontario Line Clearing & Tree Experts Inc. and Rockwood Tree Services Ltd. having met all terms, conditions and specifications of CL2021-3 be awarded the contract for an initial three-year term for the Emergency Tree Pruning Removal and Hydro Line Clearing Registry, as required by the Public Works Department;
3. That pending satisfactory performance, the Purchasing Manager, in consultation with the Director of Public Works be given the authority to extend the registry contract for up to two additional one-year terms;
4. That the estimated funds required for the first-year term in the amount of \$80,000 (Net HST Rebate) be funded by the Municipality as provided. The funds required for the second-year term and the third-year term in the estimated amount of \$160,000 (Net HST Rebate) will be included in future budget accounts. The funding required for the initial one-year term will be funded from the following account:

| Description                | Account Number        | Amount   |
|----------------------------|-----------------------|----------|
| Parks/Forestry/Contracting | 100-36-325-10215-7163 | \$80,000 |

5. That all interested parties listed in Report FSD-020-21 and any delegations be advised of Council's decision.

## Report Overview

To request authorization from Council to award CL2021-3 Emergency Tree Pruning Removal & Hydro Line Clearing Registry.

### 1. Background

- 1.1 Tender specifications for the Emergency Tree Pruning Removal & Hydro Line Clearing Registry were prepared by the Public Works Department and provided to the Purchasing Services Division.
- 1.2 The tender was issued to establish an emergency tree service registry whereby bidders are sorted from the lowest to the highest cost for each type of service and equipment listed to establish their position. The Municipality will call out the vendors on the registry, based on lowest to highest cost and availability as required and may take into consideration the requirements of the work and compare to the vendor's prices and equipment.
- 1.3 Tender CL2021-3 was issued by the Purchasing Services Division and advertised electronically on the Municipality's website. Notification of the availability of the document was also posted on the Ontario Public Buyer's Association website.
- 1.4 Seven plan takers downloaded the tender document.

### 2. Analysis

- 2.1 The tender closed on February 12, 2021.
- 2.2 Seven bids were received in response to the tender call.
- 2.3 The bids were reviewed and tabulated by the Purchasing Services Division and two bids were deemed non-compliant. The results were forwarded to the Public Works Department for their review and consideration.
- 2.4 After review and analysis by the Public Works Department and the Purchasing Services Division, it was mutually agreed that the five compliant bidders, Asplundh Canada ULC, Cressman Tree Maintenance & Landscaping Ltd., Davey Tree Expert Co. of Canada Limited, Ontario Line Clearing & Tree Experts Inc. and Rockwood Tree Services Ltd. be recommended for award of tender CL2021-3.

- 2.5 Asplundh Canada ULC, Cressman Tree Maintenance & Landscaping Ltd. and Ontario Line Clearing & Tree Experts Inc. have satisfactorily completed work for the Municipality of Clarington in the past. Davey Tree Expert Co. of Canada Limited and Rockwood Tree Services have not completed work for the Municipality of Clarington and references were checked and came back satisfactory.

### **3. Financial**

- 3.1 The annual estimated funding required for this work is \$80,000 (Net HST Rebate). The work will be funded from the 2021 approved budget allocation as provided. The estimated funding for the second-year and third-year term will be included in future budget accounts. The funding required for the first-year term will be funded from the following account:

| Description                | Account Number        | Amount   |
|----------------------------|-----------------------|----------|
| Parks/Forestry/Contracting | 100-36-325-10215-7163 | \$80,000 |

- 3.2 Pricing submitted for the Emergency Tree Pruning Removal & Hydro Line Clearing Registry will remain firm for the first contract year. For subsequent contract years, the unit prices will be adjusted at the time of contract renewal by the annual percentage change in the most recent issuance of the Consumer Price Index (CPI), All Items, Ontario as published by Statistics Canada and the pricing will remain firm for the contract year.
- 3.3 The total estimated contract is for three years plus two optional additional years and is approximately \$400,000 (Net HST Rebate).
- 3.4 Queries with respect to the department needs should be referred to the Director of Public Works.

### **4. Concurrence**

This report has been reviewed by the Director of Public Works who concurs with the recommendations.

## **5. Conclusion**

It is respectfully recommended that Asplundh Canada ULC, Cressman Tree Maintenance & Landscaping Ltd., Davey Tree Expert Co. of Canada Limited, Ontario Line Clearing & Tree Experts Inc. and Rockwood Tree Services Ltd. all being compliant bidders be awarded the contract for Emergency Tree Pruning Removal & Hydro Line Clearing Registry per the terms and conditions of Tender CL2021-3.

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Staff Contact: David Ferguson, Purchasing Manager, (905) 623-3379 x2209 or [dferguson@clarington.net](mailto:dferguson@clarington.net).

Attachments:

Attachment 1 – Summary of Bid Results

Interested Parties:

List of Interested Parties available from Department.

# Municipality of Clarington

## Summary of Bid Results

### Tender CL2021-3

#### Emergency Tree Pruning Removal & Hydro Line Clearing Registry

| Bidder                                       |
|--|
| Alineutilty Limited*                         |
| Asplundh Canada ULC                          |
| Cressman Tree Maintenance & Landscaping Ltd. |
| Darlington Tree Service Inc.*                |
| Davey Tree Expert Co. of Canada Limited      |
| Ontario Line Clearing & Tree Experts Inc.    |
| Rockwood Tree Service Ltd                    |

Note: Bidders marked with \* were deemed non-compliant.