



Staff Report

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Report To: General Government Committee

Date of Meeting: September 27, 2021 **Report Number:** FSD-045-21

Submitted By: Trevor Pinn, Director of Financial Services/Treasurer

Reviewed By: Andrew C. Allison, CAO **Resolution#:**

File Number: CL2021-27 **By-law Number:**

Report Subject: Supply, Delivery & Installation of Various Trees

Recommendations:

1. That Report FSD-045-21 be received;
2. That Cressman Tree Maintenance & Landscaping Ltd., with a bid amount of \$268,370.63 (Net HST Rebate) being the low compliant bidder meeting all terms, conditions and specifications of CL2021-27 be awarded the contract for the Supply, Delivery and Installation of Various Trees throughout the Municipality as requested by the Public Works Department; and
3. That the total funds required in the amount of \$268,370.63 (Net HST Rebate) be funded from the 2021 approved budget allocation as provided from the following account:

Description	Account Number	Amount
100-36-325-10215-7163	PARKS FORESTRY - COTRACT	\$268,371

4. That all interested parties listed in Report FSD-045-21 and any delegations be advised of Council's decision.

Report Overview

To request authorization from Council to award CL2021-27 Supply, Delivery & Installation of Various Trees throughout the Municipality.

1. Background

- 1.1 The tender is for the replacement of trees that have been removed due to the Emerald Ash Borer Beetle infestation throughout the Municipality. Tender specifications were prepared by the Public Works Department and provided to the Purchasing Services Division.
- 1.2 Tender CL2021-27 was prepared and 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 Buyers Association's website.
- 1.3 The scope of work includes the provision of all labour, materials and equipment required to perform the tree installation work at various locations. Subcontracting was not allowed as part of this tender call.
- 1.4 The tender closed on September 8, 2021.

2. Analysis

- 2.1 Nine companies downloaded the tender document. Three bids were received in response to the tender call.
- 2.2 The six companies who chose not to submit pricing were contacted to ask why they decided not to bid. The responses are as follows:
 - one company is a construction association;
 - two companies stated they did not have the required licensing;
 - one company did not provide a submission due to current workload;
 - one company did not bid because subcontracting was not allowed; and
 - one company did not respond to our request for information.
- 2.3 The bids were reviewed and tabulated by the Purchasing Services Division and one bid was deemed non-compliant. The bid 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 Cressman Tree Maintenance & Landscaping Ltd., meeting all required terms, conditions and specifications be awarded tender CL2021-27.
- 2.5 Cressman Tree Maintenance & Landscaping Ltd. has satisfactorily completed work for the Municipality of Clarington in the past.

3. Financial

- 3.1 The funding required in the amount of \$268,370.63 (Net HST Rebate) and is in the 2021 approved budget allocation be drawn from the following account:

Description	Account Number	Amount
100-36-325-10215-7163	PARKS FORESTRY - COTRACT	\$268,371

- 3.2 Queries with respect to the department's 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 Cressman Tree Maintenance & Landscaping Ltd., being the low compliant bidder be awarded the contract for the Supply, Delivery and Installation of Various Trees per the terms and conditions of Tender CL2021-27.

Staff Contact: David Ferguson, Purchasing Manager, (905) 623-3379 ext. 2209 or 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 CL2021-27

Supply, Delivery & Installation of Various Trees

Bidder	Total Bid (including HST)	Total Bid (Net HST Rebate)
Cressman Tree Maintenance & Landscaping Ltd.	\$298,013.77	\$268,370.63
CSL Group Ltd.	352,384.85	317,333.47
M&S Architectural Concrete Ltd.*	437,759.74	394,216.20

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