

NO: R010

COUNCIL DATE: January 27, 2025

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## REGULAR COUNCIL

TO: **Mayor & Council** DATE: **January 23, 2025**

FROM: **General Manager, Parks, Recreation & Culture** FILE: **6300-01**

SUBJECT: **Award of Contract No. 1220-040-2024-091**  
**Shade Tree Watering Services**

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## RECOMMENDATION

The Parks, Recreation & Culture Department recommends that Council:

1. Award Contract No. 1220-040-2024-091 to Horizon Landscape Contractors Inc. (“Horizon”) for the watering of street trees, park trees and trees around civic buildings for a one-year term, commencing January 1, 2025, with an estimated annual base cost in the first year of \$1,445,000 (including GST);
2. Set the expenditure authorization limit for the first year of Contract No. 1220-040-2024-091 at \$1,590,000 (including GST and contingency);
3. Approve the option to extend Contract No. 1220-040-2024-091 for four additional one-year terms at the City’s sole discretion; and
4. Authorize the General Manager, Parks, Recreation & Culture to execute Contract No. 1220-040-2024-091 for one-year and four additional one-year optional terms, for a total of five-years in favor of the City, subject to satisfactory performance and any other related considerations, to an expenditure authorization limit of \$1,590,000 (including GST and contingency) and plus amendments adjusting the cost of the services based on changes to tree inventory to be maintained and the Vancouver Area Consumer Price Index (“CPI”) as published by Statistics Canada for any optional extension terms.

## INTENT

The purpose of this report is to seek Council approval to award Contract No. 1220-040-2024-091 for the watering of shade trees, with the option to extend the contract for up to four additional one-year terms at the City’s sole discretion.

## BACKGROUND

The City manages over 112,000 shade trees on streets, in parks and around civic facilities that require a range of regular maintenance activities, including seasonal watering. Depending on the weather during any given year, street trees, park trees and trees around civic buildings require supplemental watering during the first six to eight years following planting.

The City's shade trees represent a significant green infrastructure investment. Well-managed trees beautify the City, provide habitat for insects and wildlife, mitigate storm water run-off, off-set carbon emissions and filter pollutants. Regular watering of young trees increases the service life of the trees and reduces tree mortality.

## DISCUSSION

### Scope of Work

In 2025, approximately 20,000 trees along residential, arterial and collector roads, in parks and adjacent to civic facilities are scheduled to be watered at least once a week for up to 20 weeks.

### Request for Quotations Results

In November 2024, a Request for Quotations ("RFQ") for Contract No. 1220-040-2024-091 for shade tree watering services was publicly posted on the BC Bid and City of Surrey websites. The City received a total of three proposals as follows:

Contractor	Weekly Watering Cost (not including GST)	Corrected Amount
1. Horizon Landscape Contractors	\$94,996	No Change
2. Dhami Enterprises Ltd.	\$98,250	No Change
3. White Star Property Services	\$125,760	No Change

### Evaluation

The above submissions were evaluated based on the following criteria:

- Sufficient capacity in terms of human resources and equipment to undertake the work;
- Sufficient skill set to undertake the duties required under the contract (e.g. required arborist certification);
- Demonstrated experience to undertake the work of the contract; and
- Unit rates for work to be completed.

Horizon submitted the lowest bid and demonstrated the knowledge, skills, abilities, and requisite certifications to carry out all aspects of the shade tree watering work outlined in the RFQ's Scope of Services and have no outstanding legal claims against the City.

Horizon has provided shade tree watering services to the City for over 10 years and their performance has been satisfactory. It is recommended that Horizon Landscape Contractors be awarded Contract No. 1220-040-2024-091.

## **FUNDING**

Funding for this contract is available in the proposed 2025 Parks, Recreation & Culture operating budget.

Laurie Cavan  
General Manager,  
Parks, Recreation & Culture

[https://surreybc.sharepoint.com/sites/pradministration/corporate reports regular/2025/shade tree watering contract award.docx](https://surreybc.sharepoint.com/sites/pradministration/corporate%20reports%20regular/2025/shade%20tree%20watering%20contract%20award.docx)