

NO: R056

COUNCIL DATE: March 6, 2017

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## REGULAR COUNCIL

**TO: Mayor & Council** **DATE: February 24, 2017**

**FROM: General Manager, Parks, Recreation and Culture** **FILE: 6030-01**

**SUBJECT: Award of Contract 1220-040-2017-010 Landscape Maintenance Services – Various City Park**

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## RECOMMENDATIONS

The Parks, Recreation and Culture Department recommends that City Council:

1. Award Contract 1220-040-2017-010 (A) to Vane Lawn & Garden Services (1981) Ltd., in the amount of \$468,578.19 including GST;
2. Set the expenditure authorization limit for Contract 122-040-2017-010 (A) in the amount of \$492,007.10 including GST and contingency;
3. Award Contract 1220-040-2017-010 (B) to Ecoworks Landscape Services Inc. in the amount of \$224,640.87 including GST;
4. Set the expenditure authorization limit for Contract 1220-040-2017-010 (B) in the amount of \$235,872.91 including GST and contingency; and
5. Authorize the General Manager of Parks, Recreation and Culture to execute Contract # 1220-040-2017-010 (A) for a one (1) year term and execute up to four (4) one-year extensions in favour of the City, subject to satisfactory performance and any other related considerations to a maximum of \$492,007.10 including GST and contingency per year, plus annual CPI increases.
6. Authorize the General Manager of Parks, Recreation and Culture to execute Contract # 1220-040-2017-010 (B) for a one (1) year term and execute up to four (4) one-year extensions in favour of the City, subject to satisfactory performance and any other related considerations to a maximum of \$235,872.91 including GST and contingency per year, plus annual CPI increases.

## SCOPE OF WORK

The work related to these contracts consist of all equipment, labour and material necessary to perform a range of scheduled landscape maintenance services including but not limited to; grass cutting; line trimming; litter pick-up and hard surface maintenance. The frequency and scope of work will vary between the different classifications of parks. Staff will carry out specialized

landscape maintenance services at some of these parks with the balance of the work to be performed by qualified and experienced landscape maintenance contractors.

The contract package is separated into five scopes of work based on the following geographic areas:

- Package A - Cloverdale
- Package B - Guildford
- Package C - Newton
- Package D - North Surrey
- Package E - South Surrey

The contract package includes a total of 3,063,528 sq/m of passive grass area requiring maintenance. The contract work is expected to start March 15, 2017.

## BACKGROUND

The City has received good value and service by contracting out the maintenance work associated with its landscape maintenance park site inventory. The existing contracts expired as of December 31, 2016, but were extended to provide addition time for staff to consult with the industry and to structure a competitive procurement process that would maximize market interest in bidding on this work.

## PROCUREMENT PROCESS

Documents in support of this competitive procurement process were developed and the solicitation was advertised on the City's website and on the BC Bid website. The solicitation required contractors to submit pricing for the five separate landscape maintenance packages contained within the competitive solicitation document as well as information that would allow the City to evaluate whether the contractor had the required experience, capability, capacity, resources (staff and equipment) and skills to undertake the necessary work.

## DISCUSSION

### Quotation Results

The City received ten (10) quotations from qualified contractors that were ranked as follows:

<i>Contractor</i>	<i>Tendered Amount with GST</i>		<i>Corrected Amount</i>
1. Sunrise Landscaping Ltd.	\$183,857.10	(i)	No Change
2. Grassco Lawn & Garden Services Ltd.	\$334,386.15	(ii)	No Change
3. Ecoworks Landscape Services Inc.	\$594,761.84		No Change
4. Northern Gardening Services Ltd.	\$681,900.16	(iii)	No Change
5. Vane Lawn & Garden Services (1981) Ltd.	\$745,514.61		No Change
6. Horizon Landscape Contractors	\$946,756.89		No Change
7. D.J. Weedbusters Ltd.	\$1,374,151.18		No Change
8. Wild West Gardens	\$1,652,921.89		No Change
9. L.M. Gardening Inc.	\$2,418,937.10		No Change

10. Global Roadway Maintenance Inc. \$4,017,711.64 No Change

- (i) Only bid on one package and was not the preferred bid
- (ii) Only bid on one package and was not the preferred bid
- (iii) Only bid on two packages and was not the preferred bid

### EVALUATION PROCESS

Staff of the Finance & Technology Department and the Parks, Recreation and Culture Department reviewed the submissions for accuracy and completeness. Submissions were evaluated based on the following criteria:

- 1) Demonstrated experience to undertake the work of the contract;
- 2) Sufficient capacity both in terms of staff resources (including supervision) and equipment to undertake the work; and
- 3) Cost to complete the entire work.

After a review of the submissions, the evaluation team determined that the Ecoworks had the lowest unit rate and the lowest overall costs for all packages. However, after interviews with the contractors, and once work references verified, it was determined that Ecoworks only had the known capacity for two of the packages, those being Package A (Cloverdale) and Package B (South Surrey). Vane Lawn and Garden had the second lowest unit rate and second lowest overall cost, and had the capacity to undertake the work of the remaining Packages B, C and D. Based on the foregoing, the contract packages were distributed as follows:

Vane Lawn & Garden Services (1981) Ltd.  
Package B – Guildford  
Package C – Newton  
Package D – North Surrey

Ecoworks Landscape Services Ltd.  
Package A - Cloverdale  
Package E – South Surrey

Vane Lawn & Garden Services (1981) Ltd. and Ecoworks Landscape Services Ltd. were selected as the most qualified contractors and best value to the City to provide the services of landscape maintenance based on the criteria detailed above.

### Financial Considerations

Vane Lawn & Garden Services (1981) Ltd.

Package B – Guildford	\$170,717.50
Package C – Newton	\$171,206.64
Package D – North Surrey	\$104,340.80
GST:	<u>\$22,313.25</u>
<b>Total:</b>	<b><u>\$468,578.19</u></b>

Ecoworks Landscape Services Inc.

Package A – Cloverdale	\$120,712.51
Package E – South Surrey	\$93,231.18
GST:	<u>\$10,697.18</u>
<b>Total:</b>	<b><u>\$224,640.87</u></b>

**SUSTAINABILITY CONSIDERATIONS**

Ecoworks Landscape Services Inc. is a member of Climate Smart. Climate Smart is a social enterprise based in Vancouver, British Columbia that enables organizations to reduce their greenhouse gas emissions, strengthen their businesses and build a resilient economy.

The work of this contract supports the objectives of the City’s Sustainability Charter. In particular, this work relates to the Sustainability Charter theme of Inclusion. Specifically, this contract supports the following Desired Outcomes:

- Age-Friendly Community – DO16: All children and youth have access to enriching programs, services, green space and opportunities for indoor and outdoor play that promote healthy development.
- Age-Friendly Community – SD13: Ensure a range of free, safe and engaging spaces and activities are available for youth and seniors in all communities and at different times of the day.

**CONCLUSION**

The Parks, Recreation and Culture Department recommends that City Council:

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Laurie Cavan  
General Manager  
Parks Recreation and Culture

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