

<b>TO:</b>	<b>CHAIR AND MEMBERS PLANNING AND ENVIRONMENT COMMITTEE MEETING MONDAY, OCTOBER 3, 2016</b>
<b>FROM:</b>	<b>JOHN FLEMING MANAGING DIRECTOR, PLANNING AND CITY PLANNER</b>
<b>SUBJECT:</b>	<b>TENDER 16-94 INVASIVE SPECIES MANAGEMENT IRREGULAR RESULT</b>
<b>RECOMMENDATION</b>	

That, on the recommendation of the Managing Director, Planning and City Planner, the following actions **BE TAKEN** with respect to the award of contract for Invasive Species management in City woodlands.

- a) The bid submitted by Clintar Landscape Management., 11 Artisans Crescent, London, ON, N5V 4S1 at their tendered price of \$268,275.00 (HST extra) **BE ACCEPTED**, it being noted that the bid submitted by Clintar Landscape Management was an irregular result (only one bid received) that meets the City’s specifications and requirements in all areas;
- b) That the funding for this project **BE APPROVED** as set out in the Source of Financing Report attached hereto as Appendix “A”;
- c) Civic Administration **BE AUTHORIZED** to undertake all the administrative acts that are necessary in connection with this purchase; and,
- d) Approval hereby given **BE CONDITIONAL** upon the Corporation entering into a formal contract or having a purchase order, or contract record relating to the subject matter of this approval.

<b>BACKGROUND</b>
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**Purchasing Process**

The City issued a tender through the Bidding website for the Invasive Species Management which closed Wednesday, August 17, 2016. One (1) bid was received from Clintar Landscape Management. The submission was reviewed by staff from Purchasing & Supply and Planning – Urban Forestry to ensure compliance to the tender requirements. The bid met specifications and requirements of the Procurement of Goods and Services Policy Section 8.10 b.

**Financial Impact**

Funding is provided in capital accounts: PD2754-15 and PD2754-16

**Background**

The City owns and manages hundreds of hectares of wooded areas including some parks that are completely wooded (e.g.: Helen Mott Shaw, Viscount Woods, Northdale Woods) and other parks that may only have a portion that is wooded (e.g.: Springbank, Jessie Davidson, Cheswick). They provide important neighbourhood environmental and social benefits and have been identified as major components of our Urban Forest Strategy and Corporate Asset Management program.

The type of work involved in proactively managing these woodlands is time sensitive, biologically driven and specialized. The work includes but is not limited to: removing invasive species such as buckthorn; planting trees and shrubs; removing hazardous, infested and competing trees; removing “party pits”, and; retaining wildlife trees. There are few local companies capable and available to do this type of work they are in high demand. A multi-year contract is the most proactive, economical and operationally efficient methods to ensure the required work is done when needed by a competent contractor without having to “wait in line” and compete for their resources with other City Departments or private sector commitments. The work undertaken for

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**Background...cont'd**

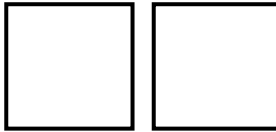
this contract is funded under the existing, Council-approved Woodland Management capital budget.

**Acknowledgements**

This report was prepared by Jaclyn Ramsay, Planning – Urban Forestry Technologist and Chris Rinehart, Purchasing and Supply.

<b>SUBMITTED BY:</b>	<b>RECOMMENDED BY:</b>
<b>IVAN LISTAR, R.P.F. MANAGER, URBAN FORESTRY</b>	<b>JOHN M. FLEMING, MCIP, RPP MANAGING DIRECTOR, PLANNING &amp; CITY PLANNER</b>
<b>REVIEWED AND CONCURRED BY:</b>	
<b>ANNA LISA BARBON, CPA, CGA DIRECTOR, FINANCIAL SERVICES</b>	

cc:      John Freeman, Manager of Purchasing and Supply



**APPENDIX "A"  
SOURCE OF FINANCING**

**APPENDIX 'A'**

Chair and Members  
Planning & Environment Committee

**#16149**  
September 23, 2016  
(Award Contract)

**RE: Invasive Species Management  
(Subledger NT16PK03)  
Capital Project PD2754-15 - 2016 Woodland Management  
Capital Project PD275416 - Woodland Management  
Clintar Landscape Management - \$268,275.00 (excluding H.S.T.)**

**FINANCE & CORPORATE SERVICES REPORT ON THE SOURCES OF FINANCING:**

Finance & Corporate Services confirms that the cost of this project can be accommodated within the financing available for it in the Capital Works Budget and that, subject to the adoption of the recommendations of the Managing Director, Planning and City Planner, the detailed source of financing for this project is:

<u>SUMMARY OF ESTIMATED EXPENDITURES</u>	<u>Approved Budget</u>	<u>This Submission</u>	<u>Balance for Future Work</u>
<b><u>PD2754-15 - 2015 Woodland Management</u></b>			
Construction	\$150,000	\$150,000	\$0
<b><u>PD275416 - Woodland Management</u></b>			
Construction	150,000	122,997	27,003
<b>NET ESTIMATED EXPENDITURES</b>	<b><u>\$300,000</u></b>	<b><u>\$272,997</u></b> 1)	<b><u>\$27,003</u></b>
<b><u>SUMMARY OF FINANCING:</u></b>			
<b><u>PD2754-15 - 2015 Woodland Management</u></b>			
Capital Levy	\$150,000	\$150,000	\$0
<b><u>PD275416 - Woodland Management</u></b>			
Capital Levy	150,000	122,997	27,003
<b>TOTAL FINANCING</b>	<b><u>\$300,000</u></b>	<b><u>\$272,997</u></b>	<b><u>\$27,003</u></b>
<b>1) FINANCIAL NOTE:</b>	<b><u>PD2754-15</u></b>	<b><u>PD275416</u></b>	<b><u>TOTAL</u></b>
Contract Price	\$147,405	\$120,870	\$268,275
Add: HST @13%	19,163	15,713	34,876
Total Contract Price Including Taxes	166,568	136,583	303,151
Less: HST Rebate	16,568	13,586	30,154
Net Contract Price	<b><u>\$150,000</u></b>	<b><u>\$122,997</u></b>	<b><u>\$272,997</u></b>

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Alan Dunbar  
Manager of Financial Planning & Policy