



Report to: General Committee

Meeting Date: November 2, 2020

SUBJECT: Tender 049-T-20 Grass Cutting and Maintenance Services
(Renewal Years 2021-2023)
PREPARED BY: David Plant, Sr. Manager – Operations - Parks, Horticulture
& Forestry Ext 4893
Melita Lee, Senior Buyer, Ext 2239

RECOMMENDATION:

1. That the report entitled “Tender 049-T-20 Grass Cutting and Maintenance Services (Renewal Years 2021- 2023)” be received; and,
2. That the contract for Tender 049-T-20 Grass Cutting and Maintenance Services be awarded to the lowest priced bidder, Markham Property Services Ltd., for an additional three (3) years (2021– 2023), with a CPI increase in 2022 and 2023 as follows;
 - 2021 - \$218,574.98 (inclusive of HST)
 - 2022 - \$218,574.98 (inclusive of HST)*
 - 2023 - \$218,574.98 (inclusive of HST)*

* 2022 and 2023 are subject to an annual price increase based on the Consumer Price Index for All Items - Canada for the twelve (12) month period ending December 31 in the applicable year; and,
3. That the estimated 2021 costs of \$218,574.98 be funded from account 730-730-5399 (Contracted Services), subject to Council approval of the 2021 operating budget; and,
4. That the purchase orders for years 2022 and 2023 be adjusted for growth and/or price escalation, subject to Council approval of the respective year’s budgets; and further,
5. That Staff be authorized and directed to do all things necessary to give effect to this resolution.

PURPOSE:

The purpose of this report is to extend the contract for grass cutting and maintenance services for three (3) additional years.

BACKGROUND:

The contract is for 86.792 hectares (446 locations) of boulevard grass cutting and maintenance services throughout the City with a total of 15 cuts per season.

Staff awarded Tender 049-T-20 to the lowest priced bidder (Markham Property Services Ltd) in 2020 for a one (1) year term. The Tender had an option to renew for three (3) additional years at the same terms, conditions and subject to contractor's performance.

Under this report, staff are requesting approval to extend the contract for three (3) additional years. The 2021 pricing will be the same 2020 itemized pricing and 2022/23 will be subject to CPI.

Markham Property Services Ltd. has provided satisfactory services thus far and continue to work with Parks staff to address scheduling work to complete the services as required. Parks recommends moving forward with the option to renew the contract for future years.

Tender Information (049-T-20)

Bid closed on	March 16, 2020
Number picking up bid document	19
Number responding to bid	7

FINANCIAL CONSIDERATIONS

On April 19th, 2020, the initial staff award for year 1 (2020 season) of 049-T-20 Grass Cutting and Maintenance Services identified 2021 budget impacts. Subject to Council approval for the amendments previously identified, year 2 (2021 season), will not require further budget amendments.

HUMAN RESOURCES CONSIDERATIONS

Not applicable

ALIGNMENT WITH STRATEGIC PRIORITIES:

This project aligns with providing municipal services in a cost effective manner.

BUSINESS UNITS CONSULTED AND AFFECTED:

Finance and Operations (Parks)

RECOMMENDED BY:

David Plant
Senior Manager, Parks,
Horticulture & Forestry

Morgan Jones
Director, Operations

ATTACHMENTS:

Not applicable