



Report to: General Committee

Date Report Authored: August 26, 2015

SUBJECT: Delegation of Authority to Chief Administrative Officer during the 2015 annual summer recess as per By-law 4-2000

PREPARED BY: Alex Moore Ext 4711

RECOMMENDATION:

- 1) THAT the report entitled "Delegation of Authority to Chief Administrative Officer during the annual 2015 summer recess as per By-law 4-2000" be received

And that Staff be authorized and directed to do all things necessary to give effect to this resolution.

PURPOSE:

To inform Council of items authorized by the Chief Administrative Officer during the annual Council summer break between the last meeting in June or July and the next regular Council meeting as per By-law 4-2000.

ATTACHMENT "A":

Delegation under By-law 4-2000 authorizes the Chief Administrative Officer to award any required contracts greater than \$350,000 for the annual Council summer break between the last meeting in June or July, as the case may be, and the next regular Council meeting By-law which are in compliance with the City's Purchasing By-law and which are within budget as approved by Council;

ATTACHMENT "B":

Delegation under By-law 4-2000 authorizes the Chief Administrative Officer to call public meetings, grant site approval, grant draft plan approvals and extensions to draft plan approvals, initiate special advertising and be authorized to act on any general administrative issues that may be necessary in the absence of Council during the summer recess.

Community & Fire Services

Award Details	Description
Lowest Priced Supplier	• 149-T-15 Woodlot Ash Tree Removal (REPORT ATTACHED)

Development Services:

The CAO authorized the following:

	<ul style="list-style-type: none">• Del Ridge (East Markham) Inc. Application to amend the Official Plan and Zoning By-law to permit the development of two (2) – 8 storey apartment buildings at 7325 Markham Road. OP/ZA 15 133670• Digram Developments Markham Inc. – Preliminary Report Rezoning and site plan applications to permit a townhouse development at 6332 14th Avenue. ZA/SC 15 244470• 332 John Street – Can Am Express ZA 15 131193 to permit outdoor bus storage on a temporary basis on the subject lands.• 344 Steeles Ave E – Yanli Zhang ZA 14 117680 – to amend the development standards (frontage/area) to facilitate a land severance for two residential building lots• Angus Glen Development Ltd. 4073 Major Mackenzie Dr. west of Kennedy Rd. OP/SU/ZA 15 107807
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RECOMMENDED BY:

18/09/2015

X

Joel Lustig
Treasurer

18/09/2015

X

Trinela Cane
Commissioner, Corporate Services

**ATTACHMENT "A"****STAFF AWARD REPORT****Page 1 of 2**

To:	Andy Taylor, Chief Administrative Officer
Re:	149-T-15 Woodlot Ash Tree Removal
Date:	September 18, 2015
Prepared by:	Peter Shields, Supervisor, Forestry Ext. 2335 Patti Malone, Senior Buyer, Ext. 2239

PURPOSE

To obtain approval to award the contract for Woodlot Ash Tree Removal for a term of ONE (1) year, with an option to renew for an additional TWO (2) years at the same terms, conditions and pricing and based on the Contractor's performance and at the sole discretion of the City.

RECOMMENDATION

Recommended Supplier	Ontario Line Clearing & Tree Services 2010 Ltd. (lowest priced bidder) Darlington Tree Service Inc. (2 nd lowest priced bidder)	
Current budget available	\$ 500,000.00	700-101-5399-15013 Emerald Ash Borer Project 700-101-5399-13438 Emerald Ash Borer Project
Cost of award	\$ 260,406.89	2015 award– Ontario Clearing & Tree Services 2010 Ltd. 2015 award - Darlington Tree Service Inc. Total (2015)
	\$ 184,063.49	
	\$ 444,470.38	
	\$ 260,406.89	2016 award– Ontario Clearing & Tree Services 2010 Ltd. 2016 award - Darlington Tree Service Inc. Total (2016)*
	\$ 184,063.49	
	\$ 444,470.38	
	\$ 260,406.89	2017 award– Ontario Clearing & Tree Services 2010 Ltd. 2017 award - Darlington Tree Service Inc. Total (2017)*
	\$ 184,063.49	
	\$ 444,470.38	
	\$ 1,333,411.14	Total Award (inclusive of HST)
Budget Remaining after this award	\$ 55,529.62	(\$500,000.00 - \$444,470.38) **

*Subject to Council approval of the 2016/17 budgets.

** The remaining balance of \$55,529.62 to be retained within the EAB budget for ongoing program costs.

Staff recommends that in accordance with By-Law 4-2000 which reads:

".. that the Chief Administrative Officer be authorized to award any required contracts greater than \$350,000 for the annual Council summer break between the last meeting in June or July, as the case may be, and the next regular Council meeting which are in compliance with the City's Purchasing By-law and which are within budget as approved by Council;"

BACKGROUND

The City issued a bid for qualified contractors to supply of all labour, vehicles and equipment necessary to undertake the Woodlot Ash Tree Removal Program. The trees to be removed are owned by the City and are within City maintained Woodlots and Parks. The majority of the Work will involve tree climbing in areas that are isolated, remote, and away from vehicles. Some areas involved are accessible only through private properties

BID INFORMATION

Advertised	ETN
Bid closed on	June 25th, 2015
Number of bidders picking up the document	15
Number of bidders responding to bid	10*

*One bidder was disqualified for not attending the mandatory site meeting on June 10th. The bid document stated that any bids submitted without having attended the site meeting shall be disqualified.

PRICE SUMMARY (Inclusive of HST)

<u>Suppliers</u>	2 person crew rate (Small truck and chipper) <u>Quantity of 3,000 hours</u>	2 person crew rate (Bucket Truck and chipper) <u>Quantity of 400 hours</u>	3 person crew rate (Small Truck and chipper) <u>Quantity of 400 hours</u>	Arborist Lift Rental (i.e. Spider Lift, Versa-lift, etc.) <u>Quantity of 25 occurrences</u>	<u>Total</u>
Ontario Line Clearing & Tree Services 2010 Ltd.	\$109.70/hour	\$128.32/hour	\$128.32/hour	\$90.57/day	\$ 434,011.49
Darlington Tree Service Inc.	\$100.23/hour	\$134.83/hour	\$134.83/hour	\$2,014.85/day	\$ 460,158.72
Tree Doctors Inc.	\$111.79/hour	\$111.79/hour	\$167.69/hour	\$763.20/day	\$ 466,254.14
Shoreridge Contracting	\$122.11/hour	\$137.38/hour	\$142.46/hour	\$254.40/day	\$ 484,632.00
Timberlane Tree Service	\$120.59/hour	\$126.69/hour	\$150.60/hour	\$508.80/day	\$ 485,395.20
Shady Lane Expert Tree Care	\$122.11/hour	\$127.20/hour	\$162.82/hour	\$152.64/day	\$ 486,158.40
Uxbridge Tree Service Inc.	\$120.08/hour	\$127.20/hour	\$134.32/hour	\$915.84/day	\$ 487,735.68
2385259 Ontario Ltd. O/A Wildemess Environmental Services	\$120.30/hour	\$148.79/hour	\$167.39/hour	\$712.32/day	\$ 505,181.41
Ashley's Touch Tree Care Limited	\$188.26/hour	\$208.61/hour	\$259.49/hour	\$513.89/day	\$ 764,853.60

Note: The bid document was issued with the following understanding:

There will be two (2) contractors awarded the work and each contractor must have a minimum of one crew available for the contract term. The lowest bidder will be awarded 60% of the work ($\$434,011.49 \times 0.60 = \$260,406.89$) and the second lowest bidder will be awarded 40% of the work ($\$460,158.72 \times 0.40 = \$184,063.49$).

Some of the trees have deteriorated very rapidly and the work needs to be addressed quickly. Due to the large volume of work and the speed the work needs to be completed by, the contract was awarded to two contractors.

ENVIRONMENTAL CONSIDERATIONS

Trees collectively enhance ecology in woodland areas; however, if they are dead, dying or dangerous trees they need to be addressed. Dangerous trees in the Cities woodlands need to be removed where necessary or dropped in the woods to further the ecology of the area. Also the ash trees need to be removed to try and control the emerald ash borer problem that currently exists.