



Report to: General Committee

Date Report Authored: Feb 18, 2014

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**SUBJECT:** Tree Cutting Services – Purchase Order Adjustment  
**PREPARED BY:** Paul Ingham, Ext. 4852

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**RECOMMENDATION:**

- 1) THAT the report “Tree Cutting Services – Purchase Order Adjustment” be received;
- 2) THAT the purchase orders for Tree Cutting Services be extended for a further period of eight (8) weeks effective March 1, 2014 for the purpose of cleaning up ice storm damages in city parks under the same terms and conditions; (refer to financial considerations section of this report for the list of contractors and the value of awards);
- 3) THAT the purchase orders be increased by \$ 1,463,309 for eight (8) weeks effective March 1, 2014;
- 4) THAT the Senior Manager of Purchasing and Accounts Payable and Director of Operations be authorized to reallocate funds between the Tree Cutting Services contractors for the duration of the contract; to a combined total not to exceed the amount of \$1,463,309;
- 5) THAT the additional costs be coded to account 330-330-5403 “Parks Ice Storm Cleanup” and be funded from the Corporate Rate Stabilization Reserve Account 086-2700114;
- 6) THAT Staff be authorized to proceed with an invitation to tender for removal of trees and debris from watercourses;
- 7) THAT Council authorize the Chief Administrative Officer (CAO) to award the tender for removal of trees and debris from watercourses;
- 8) THAT Council authorize the CAO to extend the tender award for further periods as required;
- 9) THAT Staff be authorized and directed to do all things necessary to give effect to this resolution

**PURPOSE:**

To obtain Council approval to extend the contract for Tree Cutting Services for a period of eight (8) weeks effective March 1, 2014 and Council authorization to delegate authority to the CAO for award of tender for removal of trees and debris from watercourses.

**BACKGROUND:**

The City awarded the contract for Tree Cutting Services to a number of contractors in December 2013 for a period of nine (9) weeks. The services include the pruning, removal and disposal of damaged boulevard trees. Due to the ice storm in December 2013 and the subsequent damages to the trees both in the parks and watercourses the City requires additional resources.

**OPTIONS/ DISCUSSION:***Parks Cleanup (Purchase Order Adjustment)*

The initial contract award for Tree Cutting Services has addressed most of the cleanup requirements on the boulevards. The next step is to address the cleanup requirements in City parks in order to ensure the safety of the users.

Staff recommend extending the contract for an additional eight (8) weeks to five (5) contractors currently providing the tree cutting services to complete the park cleanup due to the following:

- Tight timelines for project completion and tendering issuance may impact completion date and impact price certainty
- High performance level provided by current contractors
- Current suppliers may seek opportunities with other municipalities
- Current contracts have the availability of unique equipment to complete outstanding work
- The hourly rates are competitive based on recently received quotes

*Watercourse Cleanup (Invitation to Tender)*

Due to the ice storm of December 22, 2013 and as communicated at General Committee meeting on January 8<sup>th</sup>, 2014, there is a concern as it relates to tree debris which may have accumulated in watercourse areas such as rivers, creeks and culverts. The Asset Management department has engaged a consultant to identify where fallen trees and branches may significantly impede flow conveyance during the spring thaw of the snow and ice melt in rivers, creeks and culverts.

Due to the urgency and tight time schedule to complete cleanup efforts, the work will be prioritized based on the consultant's recommendations. Due to the nature of the work and the associated regulatory requirements of the Toronto and Region Conservation Authority (TRCA) and Ministry of Natural Resources (MNR) an invitation to a selected list of qualified contractors to submit a bid will be pursued to expedite the completion of the works.

Staff recommend that Council authorize the CAO to award the tender for the watercourse cleanup and removal of tree debris.

**FINANCIAL CONSIDERATIONS AND TEMPLATE:**

Staff recommend the purchase orders be increased by \$1,463,309 for an additional eight (8) weeks effective March 1, 2014. The costs will be coded to account 330-330-5403 “Parks Ice Storm Cleanup” and will be funded from the Corporate Rate Stabilization Reserve Account 086-2700114.

This amount was reflected in the \$17.2M preliminary estimated winter storm response and recovery costs. The following table details the breakdown of the purchase order increase by contractor.

<b>Vendor</b>	<b>Original PO</b>	<b>Increase</b>	<b>Total</b>
Van Dyke's Tree Care Ltd.	228,482	411,110	639,592
Fisher Tree Services	493,699	386,688	880,387
Uxbridge Tree Services	24,224	81,408	105,632
Winkel Tree Care Inc.	132,135	264,576	396,711
Arbor Tech Tree Care	33,456	319,526	352,983
<b>Total</b>	<b>911,996</b>	<b>1,463,309</b>	<b>2,375,305</b>

The ice storm costs will be funded from the Corporate Rate Stabilization Reserve. A 0.16% tax rate increase was approved by Council on February 11, 2014 to replenish the Corporate Rate Stabilization Reserve to partially offset the costs associated with the December 2013 ice storm.

**HUMAN RESOURCES CONSIDERATIONS**

NA


**ALIGNMENT WITH STRATEGIC PRIORITIES:**

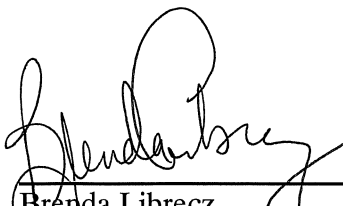
The ice storm response and recovery plan aligns with the Environmental initiatives of the Green Print.

**BUSINESS UNITS CONSULTED AND AFFECTED:**

Finance department has been consulted.

**RECOMMENDED BY:**

  
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 Paul Ingham,  
 Director, Operations

  
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 Brenda Librecz,  
 Commissioner, Community &  
 Fire Services