

	Report Title	Awarding RFT 2019-008 for Grasscutting and Trimming
	Report No.	RCP 19-20
	Author	Corey Hill, Manager of Parks & Facilities
	Meeting Type	Council Meeting
	Council Date	April 23, 2019
	Attachments	

RECOMMENDATION

THAT Council receives Report RCP 19-20 – Awarding RFT 2018-011 for Grasscutting and Trimming;

AND THAT Council award grasscutting and trimming contracts for the 2019, 2020 & 2021 seasons with options to extend for up to two (2) one (1) year periods with the same terms and conditions of the original agreement;

AND THAT Council award a grasscutting & trimming contract for Zone 1 to Nature's Choice Lawn Care and Irrigation at an average contract term cost per cut of \$1,003.67 before taxes;

AND THAT Council award a grasscutting & trimming contract for Zone 2 to Fitch General Contracting Inc. at an average contract term cost per cut of \$731.00 before taxes;

AND THAT Council award a grasscutting & trimming contract for Zone 3 to Fitch General Contracting Inc. at an average contract term cost per cut of \$548.00 before taxes;

AND THAT Council award a grasscutting & trimming contract for Zone 4 to Fitch General Contracting Inc. at an average contract term cost per cut of \$436.00 before taxes;

AND THAT Council award a grasscutting & trimming contract for Zone 5 to Fitch General Contracting Inc. at an average contract term cost per cut of \$1,115.00 before taxes.

EXECUTIVE SUMMARY

The grasscutting & trimming services contracts for Town owned properties expired on December 31, 2018. A tender process was initiated to secure pricing for a new three (3) year term plus two (2) additional one (1) year extensions for five (5) Zones. The zones were reconfigured from the previous contracts to incorporate changes and remove areas transferred to Public Works operations. This report recommends awarding Zone 1 to an existing contractor that has satisfactorily provided grasscutting & trimming services for the Town. In addition, the recommendation is to award zones 2, 3, 4 & 5 to a new contractor that has done similar work with satisfactory references.

BACKGROUND

The approved 2019 business plan for the Recreation, Culture & Parks Department included the tendering of contracted grasscutting & trimming services at various Town owned properties. RFT2019-008 was issued to secure contractors to provide grasscutting & trimming services for a three (3) year period plus two (2) additional one (1) year extensions.

The contracted grasscutting has been divided into five zones. The zones were revised from the previous tender. The zones are as follows:

Zone 1	Zone 2	Zone 3
Glendale Park	Gilvesy Park	Oxford & Broadway Parkette
Trottier Park	Cadman Park	Tanager and Bobolink lot
Memorial Park (no baseball fields)	Cranberry Park	Station Arts Centre
Dog Park	Participark	Veterans Memorial at Rolph St
Optimist Park	Westmount Park	Hickory Hills Walkway
Coronation Park	Oak Park	Municipal Boulevards by Mall & around Bell Building & Church
LLWP/Summer Place	Southridge Park	Island on Lisgar Ave.
LLWP/Summer Place 2nd cut		John Pound Rd/George St
		Broadway/John Pound Rd
Zone 4	Zone 5	
Elliott Fairbairn Centre	Kiwanis Diamond	
Tillsonburg Community Centre	Kiwanis Diamond - 2nd cut	
Customer Service Centre	Hardball #1 & adjacent land	
OPP Station	Hardball #2 (Sam Lamb Diamond) & adjacent land	
Tillsonburg Fire Hall	Hardball #2 (Sam Lamb Diamond) - 2nd Cut	
Tillsonburg Museum	Optimist #1 Diamond	
Bert Newman Park	Optimist #2 Diamond	
	Annandale #2 Diamond	
	Annandale #2 Diamond - 2nd Cut	
	Annandale #3 Diamond	
	Annandale #3 Diamond - 2nd Cut	
	Annandale #4 Diamond	
	Annandale #4 Diamond - 2nd Cut	
	Annandale #5 Diamond	
	Annandale #5 Diamond - 2nd Cut	
	Annadale Baseball Complex Adjacent Areas	

The tender closed Thursday, March 28, 2019 and multiple responses for each zone in RFT2019-008 were received. Qualified bids were received from nine (9) vendors. One bid was disqualified. Staff recommends awarding the work as per the following table showing the Contractor Name, zone, tendered cost per cut per season and a contract term average cost per cut (before applicable taxes). The recommended bids are highlighted in green.

Contractor	Zone 1					Zone 2					Zone 3				
	2019/cut	2020/cut	2021/cut	3Yr Total	Avg/Cut	2019/cut	2020/cut	2021/cut	3Yr Total	Avg/Cut	2019/cut	2020/cut	2021/cut	3Yr Total	Avg/Cut
Sol-Mar Landscaping	\$5,580	\$5,580	\$5,580	\$16,740	\$5,580	\$3,790	\$3,790	\$3,790	\$11,370	\$3,790	\$3,430	\$3,430	\$3,790	\$10,650	\$3,550
Southwest Property Care	\$1,660	\$1,694	\$1,729	\$5,082	\$1,694	\$1,590	\$1,622	\$1,656	\$4,868	\$1,623	\$655	\$668	\$682	\$2,005	\$668
West Wood Landcare	\$1,580	\$1,999	\$2,437	\$6,015	\$2,005	\$3,410	\$3,569	\$4,257	\$11,235	\$3,745	\$1,949	\$2,549	\$3,161	\$7,658	\$2,553
1145277 Ontario Ltd.	\$2,970	\$3,118	\$3,275	\$9,363	\$3,121	\$1,990	\$2,090	\$2,195	\$6,275	\$2,092	\$1,825	\$1,915	\$2,010	\$5,750	\$1,917
Fitch General Contracting	\$1,159	\$1,159	\$1,159	\$3,477	\$1,159	\$731	\$731	\$731	\$2,193	\$731	\$548	\$548	\$548	\$1,644	\$548
O-K Grass Cutting	NA	NA	NA	\$0	\$0	\$1,700	\$1,900	\$2,050	\$5,650	\$1,883	\$1,700	\$1,850	\$2,000	\$5,550	\$1,850
Natures Choice	\$955	\$1,003	\$1,053	\$3,011	\$1,004	\$810	\$851	\$893	\$2,554	\$851	\$539	\$567	\$595	\$1,702	\$567
Mountview Services Inc.	\$2,940	\$2,940	\$3,087	\$8,967	\$2,989	\$1,725	\$1,725	\$1,811	\$5,261	\$1,754	\$780	\$780	\$819	\$2,379	\$793
Courtland	\$1,920	\$1,958	\$1,998	\$5,876	\$1,959	\$1,740	\$1,775	\$1,810	\$5,325	\$1,775	\$1,110	\$1,132	\$1,155	\$3,397	\$1,132

Contractor	Zone 4					Zone 5					Hrly Rate Bagging	Hrly Rate Cut/Trim
	2019/cut	2020/cut	2021/cut	3Yr Total	Avg/Cut	2019/cut	2020/cut	2021/cut	3Yr Total	Avg/Cut		
Sol-Mar Landscaping	\$3,070	\$3,070	\$3,070	\$9,210	\$3,070	\$3,160	\$3,160	\$3,160	\$9,480	\$3,160	\$40	\$40
Southwest Property Care	\$555	\$566	\$578	\$1,699	\$566	\$3,450	\$3,520	\$3,592	\$10,562	\$3,521	\$65	\$155
West Wood Landcare	\$1,565	\$2,255	\$2,651	\$6,470	\$2,157	\$2,669	\$2,959	\$3,551	\$9,178	\$3,059	\$159	\$109
1145277 Ontario Ltd.	\$1,180	\$1,240	\$1,300	\$3,720	\$1,240	\$1,825	\$1,915	\$2,010	\$5,750	\$1,917	\$100	\$100
Fitch General Contracting	\$436	\$436	\$436	\$1,308	\$436	\$1,115	\$1,115	\$1,115	\$3,345	\$1,115	\$55	\$38
O-K Grass Cutting	NA	NA	NA	\$0	\$0	NA	NA	NA	\$0	\$0	NA	\$75
Natures Choice	\$485	\$509	\$535	\$1,529	\$510	\$1,065	\$1,118	\$1,174	\$3,357	\$1,119	\$50	\$50
Mountview Services Inc.	\$920	\$920	\$966	\$2,806	\$935	\$2,680	\$2,680	\$2,814	\$8,174	\$2,725	\$90	\$75
Courtland	\$720	\$734	\$749	\$2,203	\$734	NA	NA	NA	\$0	\$0	\$85	\$75

CONSULTATION/COMMUNICATION

RCP and Public Works staff worked cooperatively to reconfigure specific cutting locations with some areas being added into the new contract scope and some areas removed from the scope that was included in the 2014-2018 contracts.

Specifications regarding the grass heights for the baseball diamonds were established throughout the last contract term in consultation between RCP staff and representatives of local baseball organizations.

FINANCIAL IMPACT/FUNDING SOURCE

The tender process secured a wide range of bids for each zone. A precise location-specific comparison is difficult given the reconfiguration of the scope and the zones. However, the average per cut cost will increase approximately 11.5% over the actual costs experienced in 2018 over the 3 year term of the contract.

COMMUNITY STRATEGIC PLAN (CSP) IMPACT

1. Excellence in Local Government

- ☐ Demonstrate strong leadership in Town initiatives
- ☐ Streamline communication and effectively collaborate within local government
- ☒ Demonstrate accountability

2. Economic Sustainability

- ☒ Support new and existing businesses and provide a variety of employment opportunities
- ☐ Provide diverse retail services in the downtown core
- ☐ Provide appropriate education and training opportunities in line with Tillsonburg's economy

3. Demographic Balance

- ☐ Make Tillsonburg an attractive place to live for youth and young professionals
- ☐ Provide opportunities for families to thrive
- ☐ Support the aging population and an active senior citizenship

4. Culture and Community

- ☒ Promote Tillsonburg as a unique and welcoming community
- ☐ Provide a variety of leisure and cultural opportunities to suit all interests
- ☐ Improve mobility and promote environmentally sustainable living

Report Approval Details

Document Title:	RCP 19-20 - Awarding RFT 2019-008 for Grasscutting and Trimming.docx
Attachments:	
Final Approval Date:	Apr 15, 2019

This report and all of its attachments were approved and signed as outlined below:

Dave Rushton - Apr 15, 2019 - 8:25 AM



David Calder - Apr 15, 2019 - 8:39 AM

Donna Wilson - Apr 15, 2019 - 9:19 AM