



## REPORT

---

**TO:** Mayor Lawlor and Members of Council

**FROM:** Mark Taylor, Senior Landscape Architect

**DATE:** April 19, 2024

**REPORT NO.:** RP-2024-009

**SUBJECT:** Award of Tender 2024-037-T for Parks Construction Blanket Order

---

### RECOMMENDATION:

THAT Report No. RP-2024-009, dated April 15, 2024, regarding the Award of Tender 2024-037-T for Park Construction Blanket Order, be received;

AND FURTHER THAT Grade Control Ltd. be awarded tender 2024-037-T to an upset limit of \$300,000 plus applicable taxes for a one year period (commencing in May 2024) with the option to renew for an additional four (4) one-year terms, subject to satisfactory performance and price negotiations;

AND FURTHER THAT the Manager of Purchasing be authorized to issue a blanket purchase order to Grade Control Ltd., to an upset limit of \$1,800,000 plus applicable taxes over the terms of the contract, for additional park construction projects approved by Council as part of future annual capital budgets.

### KEY POINTS:

The following are key points for consideration with respect to this report:

- Staff issued a multi-year blanket order for general contractors for small park and playground construction projects as the current contract is concluded.
- The purchasing process commenced with the issuance of Request for Prequalification 2024-007-PQ and 32 submissions were received on February 9, 2024
- Fourteen (14) companies pre-qualified to advance to the Tender phase of the procurement process and thirteen (13) bids were received on a hypothetical example project.

- Grade Control Ltd, from Glen Williams ON, was the lowest compliant bidder.
- The scope of work outlined in this contract encompasses standard small park, playground trail and cemetery construction elements.
- The blanket order process saves staff time, achieves best value, high quality construction and allows for the timely sequencing and completion of small park related projects, which significantly benefits the public.

## **BACKGROUND AND DISCUSSION:**

In order to address the need for standard park, playground, trail and cemetery construction elements like curbing, concrete walkways and grading, staff issue a multi-year blanket order for General Contractors for small park construction. Unit prices are requested for construction of park features that are included in recurring projects like playground revitalizations. The duration of the contract is typically for a one year term, with options to renew for four one-year terms. The intent is three-fold:

- reduce the amount of staff time securing bids for recurring elements;
- have a consistent high level of quality for work;
- secure competitive unit prices which allows for easier budgeting and reduces overall expenditures including staff time required for contract administration due to familiarity with the Contractor's ability.

The current Parks Construction Blanket Order has concluded and was required to be reissued for competitive bids.

Staff have been using the blanket order system since 2005 in the implementation of playground and park construction projects and it has been very effective. It is estimated that approximately \$200,000 to \$300,000 of work annually would be undertaken through this contract in coordination with playground replacements, and other small park & cemetery projects based on approved capital budgets.

Based on the historic capital projects of this nature and the current capital forecast, staff estimate that an amount of \$1,500,000 for the 5-year term would be adequate for the projects anticipated. Should additional projects be added through the budget process, staff are requesting phased approval up to an upset limit of \$1,800,000 to be issued by the Manager of Purchasing. The contract is reviewed yearly to ensure satisfactory performance.

The Parks Construction Blanket Order is awarded based on a two step bid process as follows:

- 1) Prequalification of experienced park construction general contractors; and
- 2) Tender submission for a hypothetical example project based on typical scopes of work.

Request for Prequalification #2024-007-PQ concluded with the receipt of 32 bid submissions on February 9, 2024. The companies that submitted are listed below.

Company Name	City/Town
Forest Ridge Landscaping Inc. o/a Urban Life Solutions	Mount Albert, ON
Roubos Farm Service Ltd.	Moorefield, ON
Landforge	Rockwood, ON
Total-Pave Inc.	Burlington, ON
Grade Control Ltd	Glen Williams, ON
39 Seven Inc.	Guelph, ON
Happy Trails Construction	Gooderham, ON
MLC Ecosystem Restoration Inc.	Stoney Creek, ON
Melrose Paving Co.Ltd.	Mississauga, ON
Joe Pace & Sons Contracting Inc	Toronto, ON
Oakridge Group Inc.	Hannon, ON
Arenes Construction Ltd	Cookstown, ON
LOMCO LIMITED	Stouffville, ON
Rutherford Contracting Ltd.	Aurora, ON
Bomar Landscaping Inc	Elora, ON
Cruickshanks Property Sevices	Dundas, ON
LAVEN ASSOCIATES LIMITED	Mississauga, ON
Aquagran Landscaping and Construction Ltd.	Vaughan, ON
M&S Architectural Concrete Ltd.	Newmarket, ON
GT ASSOCIATES ENGINEERING SERVICES CORP.	Brampton, ON
Hawkins Contracting Services Limited	Stouffville, ON
Three Seasons Landscape Group Inc	Hamilton, ON
Aqua Tech Solutions Inc.	Schomberg, ON
CSL Group Ltd.	Ancaster, ON
Dynex Construction Inc.	Concord, ON
SG Quality Property Maintenance & Services Inc. O/A QPS Landscape Professional	Markham, ON
Terrain Landscapes Inc.	Hamilton, ON
2148323 Ontario Inc o/a DonRos Landscape Construction	Etobicoke, ON
Lyncon Construction Inc.	Hamilton, ON
Five Star Paving (Cambridge) Inc.	Cambridge, ON
Powcon Inc.	Cannington, ON
The Gordon Company Inc.	Caledonia, ON

Staff reviewed submissions based on the mandatory and desired criteria through the Town's Bids and Tenders website. Criteria included completion of the Contractors Qualification Statement (CCDC11-2019), a minimum of five years' experience in

municipal park construction, adequate insurance coverage, and Certificate from the Workplace Safety and Insurance Board (WSIB).

Desirable criteria, evaluated after meeting the mandatory requirements, encompassed company profile, references, team members' qualifications and experience, equipment and project methodology.

These criteria provide a comprehensive framework for assessing submissions and selecting the most suitable contractors to be pre-qualified.

The following companies achieved the minimum required score and advanced to the Tender process. The Tender process included a hypothetical example project of typical size and scope of a play equipment replacement project, to establish unit rate prices and provisional pricing. The pricing was utilized to determine low bid and successful contractor for the blanket order. It is expected that there would be from 8-10 projects (average) per year of varying sizes, which result in the cumulative total of \$200,000-\$300,000 total project budget per year for the 5 year term.

The table below shows the bid results including the hypothetical project example costs for 2024-037-T - Park Construction Blanket Order.

<b>Company Name</b>	<b>City/Town</b>	<b>Total Value of Bid w/ HST</b>
Grade Control Ltd	Glen Williams, ON	\$32,086.35
Three Seasons Landscape Group Inc	Hamilton, ON	\$43,957.00
Terrain Landscapes Inc.	Hamilton, ON	\$53,206.05
Bomar Landscaping Inc	Elora, ON	\$58,674.12
Forest Ridge Landscaping Inc. o/a Urban Life Solutions	Mount Albert, ON	\$74,685.66
LOMCO LIMITED	Stouffville, ON	\$78,092.61
CSL Group Ltd.	Ancaster, ON	\$83,850.98
2148323 Ontario Inc o/a DonRos Landscape Construction	Etobicoke, ON	\$85,554.92
Lyncon Construction Inc.	Hamilton, ON	\$86,382.15
Aquagran Landscaping and Construction Ltd.	Vaughan, ON	\$95,140.35
Powcon Inc.	Cannington, ON	\$99,824.20
M&S Architectural Concrete Ltd.	Newmarket, ON	\$105,499.63
Arenes Construction Ltd	Cookstown, ON	\$147,860.50

Grade Control Ltd. is the lowest bid. Grade Control Ltd. also has extensive experience working on past Town projects and has been the successful parks construction blanket order contractor for seventeen (17) out of the past nineteen (19) years. Grade Control Ltd. is a well-respected local company who has completed high quality work for the Town as well as many local community groups.

**STRATEGIC PLAN ALIGNMENT:**

This report identifies infrastructure and asset management as one of the Town's Strategic priorities.

**RELATIONSHIP TO CLIMATE CHANGE:**

This report impacts and/or helps address climate change and the Town's resiliency through climate adaptation.

**PUBLIC ENGAGEMENT:**

Public Engagement was not needed as this report is administrative in nature.

As part of each park, playground or trail project, staff conduct comprehensive public consultation with the local community, users and stakeholders as required.

**INTERNAL CONSULTATION:**

Staff from the Purchasing Section administered the pre-qualification Request for Proposal process and issued the Tender to the pre-qualified contractors. The Manager of Purchasing is in agreement with the recommendation to award to Grade Control Ltd.

**FINANCIAL IMPLICATIONS:**

This report will be funded through an existing approved budget source.

Funding will be allocated from each approved Capital project, based on the annual Council approved Capital Budget Program.

Reviewed and approved by,

Bethany Yew, Manager of Purchasing

Kevin Okimi, Director of Parks & Open Space

Paul Damaso, Commissioner of Recreation & Parks

Chris Mills, Chief Administrative Officer