

TO: CITY MANAGER **DATE:** 2019 November 20
FROM: DIRECTOR FINANCE **FILE:** 5820-20
Reference: RFSO # 10-01/19
SUBJECT: CONTRACT AWARD
HIRED EQUIPMENT SERVICES
F.A. BARTLETT TREE EXPERTS CANADA LTD.

PURPOSE: To obtain Council approval to award a contract for hired equipment services.

RECOMMENDATION:

1. **THAT** Council approve a contract award to F.A. Bartlett Tree Experts Canada Ltd. for a total estimated cost of \$1,575,000.00 including GST in the amount of \$75,000.00 as outlined in this report. Final payment will be based on actual rates and services provided.

REPORT

Thirty-four submissions following a Request for Standing Offer were received by the closing time on 2019 August 29. The work of this contract involves the supply of labour and specialized equipment for hired equipment services on an “as needed” basis for various works including maintenance, capital projects, and emergency call-out. The scope of work includes tree removal and tree chipping services. This contract award is for a three year period from 2020 January 01 to 2022 December 31 and will incorporate Living Wage requirements.

The recommended bidder, F.A. Bartlett Tree Experts Canada Ltd., has provided similar services to the satisfaction of the City and is familiar with the street layout as well as the locations of the parks and green space. Review by City staff indicates that the contractor has sufficient equipment and resources to carry out the work required under this contract and their rates are competitive. The Director Engineering and Director Parks, Recreation & Cultural Services concur with this recommendation.

Funding for this contract is provided in various operating and capital accounts included in the 2019 – 2023 Financial Plan.



Noreen Kassam, CPA, CGA
DIRECTOR FINANCE

NK:GC:JN/ew:md

Copied to: Director Engineering
Director Parks, Recreation & Cultural Services