

**MEETING 2022 DECEMBER 12****COUNCIL REPORT**

TO: CHIEF ADMINISTRATIVE OFFICER **DATE:** 2022 December 06

FROM: DEPUTY CHIEF ADMINISTRATIVE OFFICER & CHIEF FINANCIAL OFFICER **FILE:** 5820-20
Reference: RFSO#73-03-22

**SUBJECT: CONTRACT AWARD
HIRED EQUIPMENT SERVICES**

PURPOSE: To obtain Council approval to award contracts for Hired Equipment Services.

RECOMMENDATION:

1. **THAT** Council approve contract awards to Hank's Trucking & Bulldozing Ltd, Apex Tree Services Ltd, DC Tree Services Ltd, The F.A. Bartlett Tree Expert Company Ltd, McRae's Environmental Services Ltd, Scott Mitchell Excavating Ltd and Trevor Jarvis Contracting Ltd for an estimated total cost of \$13,025,000.00 including GST in the amount of \$620,238.00 as outlined in this report. Final payment will be based on the actual quantity of services delivered and unit prices as submitted.

REPORT

Thirty-two submissions to a Request for Standing Offer (RFSO) were received by the closing time on 2022 August 30. The City retains a number of contractors to provide Hired Equipment Services on an "as and when" required basis to assist City forces in completing construction works, maintenance programs and emergency callout support at fixed hourly rates for operator and equipment. This involves peak workload supplemental services, including labour and the provision of specialized equipment such as dump trucks/tandems, excavators, vacuum tankers, hydro-vac/flushers, loaders, bobcats, landscaping equipment, flail mowers, concrete breakers, watering trucks and tree chippers. The City spends an estimated \$7,000,000 annually on the Hired Equipment Services program in its entirety. These contract awards are for the seven largest value contractors at amounts greater than \$1,000,000 for a three year period from 2023 January 01 to 2025 December 31, and incorporate Living Wage requirements. City staff recommend awarding contracts for the three year period in the following amounts:

To: Chief Administrative Officer
 From: Deputy Chief Administrative Officer & Chief Financial Officer
 Re: Contract Award
 Hired Equipment Services

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Company Name	Totals Including GST up to these amounts
Hank's Trucking & Bulldozing Ltd	\$2,400,000.00
Apex Tree Services Ltd	\$1,060,000.00
DC Tree Services Ltd	\$1,470,000.00
The F.A. Bartlett Tree Expert Company Ltd	\$2,200,000.00
McRae's Environmental Services Ltd	\$3,730,000.00
Scott Mitchell Excavating Ltd	\$1,005,000.00
Trevor Jarvis Contracting Ltd	\$1,160,000.00
Total including GST	\$13,025,000.00

Based on the RFSO evaluation criteria consisting of methodology, qualifications, experience and pricing, Hank's Trucking & Bulldozing Ltd, Apex Tree Services Ltd, DC Tree Services Ltd, The F.A. Bartlett Tree Expert Company Ltd, McRae's Environmental Services Ltd, Scott Mitchell Excavating Ltd and Trevor Jarvis Contracting Ltd received the highest overall scoring for their areas of expertise.

The City will also be awarding Hired Equipment Services contracts to 23 qualified contractors in various amounts below the value thresholds for Council approval.

The recommended companies have provided similar services to the satisfaction of the City. Review by City staff indicates that the companies have sufficient equipment and resources to carry out the work required under these contracts and their rates are competitive. The average increase in rates is 9.4%. The Acting General Manager Engineering and General Manager Parks, Recreation and Cultural Services concur with this recommendation.

Funding for these contracts are provided in various operating and capital accounts included in the 2023 – 2027 Financial Plan.



Noreen Kassam, CPA, CGA
 DEPUTY CHIEF ADMINISTRATIVE OFFICER
 & CHIEF FINANCIAL OFFICER

NK:GC:RY/et:kl

Copied to: General Manager Parks Recreation and Cultural Services
 Acting General Manager Engineering