

**Section I – Items for Board of Directors Action**

**TO:** Chair and Members of the Board of Directors  
Friday, November 22, 2024 Meeting

**FROM:** Richard Ubbens, Director, Conservation Parks and Lands

**RE: REQUEST FOR QUOTATION FOR RFT 10042061 PICNIC  
SHELTERS AT ALBION HILLS AND GLEN HAFFY  
CONSERVATION PARKS**  
RFT No. 10042061

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**KEY ISSUE**

Award of Request for Tender (RFT) No. 10042061 for construction of picnic shelters at Albion Hills and Glen Haffy Conservation Parks.

**RECOMMENDATION:**

**WHEREAS** Toronto and Region Conservation Authority (TRCA) is engaged in a project that requires construction of five (5) picnic shelters at two (2) conservation parks;

**AND WHEREAS** TRCA solicited quotations through a publicly advertised process;

**THEREFORE LET IT BE RESOLVED THAT** RFT No. 10042061 for the picnic shelters at Albion Hills and Glen Haffy Conservation Parks be awarded to Unique Builders Inc. at a total cost not to exceed \$531,227.69, plus applicable taxes, to be expended as authorized by TRCA staff;

**THAT** TRCA staff be authorized to approve additional expenditures to a maximum of \$53,122.77 (approximately 10% of the project cost), plus applicable taxes, in excess of the contract cost as a contingency allowance if deemed necessary;

**THAT** should TRCA staff be unable to negotiate a contract with the above-mentioned proponent, staff be authorized to enter into and conclude contract negotiations with other Proponents that submitted quotations, beginning with the next lowest bid meeting TRCA specifications;

**AND FURTHER THAT** authorized TRCA officials be directed to take whatever action may be required to implement the contract, including

## Item 8.5

**the obtaining of necessary approvals and the signing and execution of any documents.**

### **RATIONALE**

A Request for Tender (RFT) was publicly advertised on the public procurement website [www.bidsandtenders.ca](http://www.bidsandtenders.ca) on September 25, 2024 and closed on October 28, 2024. A mandatory meeting and site tour was held on October 1, 2024. Three (3) addendums were issued to respond to questions received.

A total of thirty (30) firms downloaded the documents and ten (10) quotations were received from the following Proponent(s):

- Arenes Construction Ltd.
- Bomar Landscaping Inc.
- Landco Group Inc.
- Lyndon Construction Inc.
- Melrose Paving Co. LTD
- ONIT Construction Inc.
- Pine Valley Corporation
- Three Seasons Landscape Limited
- Unique Builders Inc.
- W.S.Morgan Construction Limited.

The Procurement Opening Committee opened the quotations on October 29, 2024 with the proponents listed from lowest to highest bid value in the following table.

<b>Proponent</b>	<b>Fee (Plus HST)</b>
Unique Builders Inc.	\$531,228.00
Bomar Landscaping Inc.	\$637,881.00
Lyndon Construction Inc.	\$658,597.00
Pine Valley Corporation	\$751,503.00

## Item 8.5

Three Seasons Landscape Limited	\$766,931.00
Landco Group Inc.	\$768,754.00
ONIT Construction Inc.	\$885,921.00
Arenes Construction Ltd.	\$929,112.00
Melrose Paving Co. LTD	\$1,037,027.00
W.S.Morgan Construction Limited	\$1,128,079.00

Staff reviewed the bid received from Unique Builders Inc. against its own cost estimate and has

determined that the bid is of reasonable value and meets the requirements as outlined in the RFT documents. Therefore, it is recommended that contract No. 10042061 be awarded to Unique Builders Inc. at a total cost not to exceed \$531,227.69, plus 10% contingency, plus applicable taxes, it being the lowest bid meeting TRCA's specifications.

### **Relationship to TRCA's 2023-2034 Strategic Plan**

This report supports the following Pillar and Outcome set forth in TRCA's 2023-2034 Strategic Plan:

#### **Pillar 3 Community Prosperity:**

3.1 Connect communities to nature and greenspace

### **FINANCIAL DETAILS**

Funds for the contract are identified in 440-58 and 302-01.

**Report prepared by: Brian Bertrand Supervisor, Conservation Lands**

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**Date: November 1, 2024**