

Section II – Items for Executive Committee Action

TO: Chair and Members of the Board of Directors
Friday, January 15, 2021 Meeting

FROM: Michael Tolensky, Chief Financial and Operating Officer

RE: **SNOW AND ICE MANAGEMENT SERVICES FOR VARIOUS PROPERTIES**
Extension of Contract No. 10022070

KEY ISSUE

Extension of Contract #10022070 for snow and ice management services for various Toronto and Region Conservation Authority (TRCA) properties for the remainder of the 2020/2021 winter season.

RECOMMENDATION

WHEREAS Toronto and Region Conservation Authority (TRCA) solicited quotations through a competitive process in 2019 for snow and ice management services and awarded contract #10022070 to AAA Landscaping Company Limited, and Ivy Property Services Inc. for a total of \$170,000, plus applicable taxes, plus 10% contingency;

WHEREAS TRCA was satisfied with the services provided to date under the existing contracts and exercised its option to extend the contracts to Ivy Property Services Inc. and AAA Landscaping Company Ltd., for the period November 1, 2020 to January 15, 2021 for a value of \$78,625;

THEREFORE, LET IT BE RESOLVED THAT TRCA staff be directed to further extend contract #10022070 for snow and ice management services for an additional 3-month period, commencing January 16, 2021 and ending March 31, 2021, for an additional cost of \$91,375, plus applicable taxes, for the total contract value not to exceed \$340,000 plus applicable taxes;

THAT TRCA staff be authorized to approve additional expenditures to a maximum of \$17,000, plus applicable taxes, in excess of the contract cost as a contingency allowance if deemed necessary;

AND FURTHER THAT authorized TRCA officials be directed to take whatever action may be required to implement the contract extension, including obtaining any necessary approvals and the signing and execution of any documents.

BACKGROUND

It is TRCA's continuing objective to ensure the health and safety of its staff and visitors as well as to mitigate injuries and major incidents. The provision of snow removal and ice management services will aid in reducing the hazards of winter road conditions, including the maintenance of safe parking lots, and facilitating the handling of emergencies by Emergency Medical Services.

In October 2019, TRCA solicited quotations for snow and ice management services for various TRCA properties and awarded the contracts for a period of one (1) snow removal season 2019-2020, at a total of \$170,000, with the option to extend for one (1) additional snow removal

Item 8.1

season 2020-2021. The 2019-2020 period for snow removal and ice management services were provided by two separate contractors: Ivy Property Services Inc., and AAA Landscaping Company Ltd., and they serviced the following TRCA properties:

- 18620 Centreville Creek Road, Caledon East
- Bolton Camp - 13540 Caledon King Townline South, Caledon
- 4673/4699/4685 Rutherford Road, Woodbridge
- Black Creek Pioneer Village, Toronto - 1000 Murray Ross Parkway, Toronto
- Albion Hills Conservation Park and Field Centre - 16500 Regional Road 50, Caledon
- Boyd Centre - 9755 Canada Company Way, Woodbridge
- Restoration Service Centre - 9741 Canada Company Way, Woodbridge
- Swan Lake - 1229 Bethesda Side Road, Richmond Hill
- Claireville Dam, 7625 Finch Avenue West, Brampton
- G. Ross Lord Dam, 740 Finch Avenue West, Toronto

With Additional On-Call Sites as follows:

- Former Etobicoke Field Study Centre- 8180 Regional Road 50, Brampton
- 2899 6th Concession, Uxbridge
- 364 Old Finch Avenue, Toronto
- 561 Glasgow Road, Caledon - Workshop
- 4020 Westney Road North, Claremont - Workshop
- 3 Reesor Road, Toronto
- 83 Fishleigh Drive, Toronto
- 461 & 463 Guildwood Parkway, Toronto

The initial term of the agreement expired on March 31, 2020 and TRCA exercised its option to extend the contracts to Ivy Property Services Inc. and AAA Landscaping Company Ltd., for the period November 1, 2020 to January 15, 2021 for a value of \$78,625. To complete the remainder of the 2020/ 2021 snow removal season until March 31, 2021, the further extension of the contract total would be an additional \$91,375, revising the contract value for the two (2) periods to \$340,000.00, plus applicable taxes.

The contract extension for the period of November 1, 2020 – January 15, 2021 was approved by the Chief Financial and Operating Officer, under the 2019 Procurement Policy. Pursuant to the current 2019 Procurement Policy, the further extension of \$91,375 and revised total contract value of \$340,000 requires approval from the Executive Committee.

RATIONALE

Snow removal and ice management services at various TRCA properties should continue to be implemented throughout the 2020/2021 winter season to ensure the health and safety of TRCA staff and visitors, and to mitigate injuries and major incidents. TRCA staff are requesting approval to extend the current contracts for an additional 3-month period.

Relationship to Building the Living City, the TRCA 2013-2022 Strategic Plan

This report supports the following strategic priority set forth in the TRCA 2013-2022 Strategic Plan:

Strategy 7 – Build partnerships and new business models

Strategy 11 – Invest in our staff

Item 8.1

FINANCIAL DETAILS

The total anticipated value of the extension is \$91,375, plus applicable taxes, bringing the total of the contract to \$340,000, plus applicable taxes, plus 10% contingency. Funds for snow plowing and salting/sanding services are identified within the divisional operating budgets. Funding for the residential rental portfolio is provided primarily through rental income, the remaining sites are funded through TRCA's municipal partners.

Report prepared by: Lisa Valente, extension 5297

Emails: lisa.valente@trca.ca

For Information contact: Lori Colussi, extension 5303

Emails: lori.colussi@trca.ca

Date: December 14, 2020