

NO: **R043**

COUNCIL DATE: **March 9, 2020**

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## REGULAR COUNCIL

TO: **Mayor & Council**

DATE: **March 2, 2020**

FROM: **General Manager, Parks, Recreation & Culture**

FILE: **6300-01**

SUBJECT: **Award of Contract No. 1220-040-2020-001 - Shade Tree Watering Services**

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## RECOMMENDATION

The Parks, Recreation & Culture Department recommends that Council:

1. Award Contract No. 1220-040-2020-001 to Horizon Landscape Contractors Inc. (“Horizon”) for the watering of street trees, park trees and trees around civic buildings in 2020 in the amount of \$1,237,940.00 including GST;
2. Approve the option to extend Contract No. 1220-040-2020-001 for four additional one-year terms, including annual Vancouver Consumer Price Index (“CPI”) rate increases, at the City’s discretion to provide services related to the watering of street trees, park trees and trees around civic buildings;
3. Set the annual expenditure authorization limit in 2020 for Contract No. 1220-060-2020-001 at \$1,361,734.00 including contingency and GST;
4. Authorize the General Manager, Parks, Recreation & Culture to execute Contract No. 1220-060-2020-001 and approve all optional extensions related to Contract No. 1220-040-2020-001 within the approved annual expenditure authorization limit of \$1,361,734.00 (including GST and contingency) plus annual CPI rate increases.

## INTENT

The purpose of this report is to obtain approval from Council to award Contract No. 1220-040-2020-001 to Horizon for the watering of street trees, park trees and trees around civic buildings in 2020, with the option of four additional one-year terms at the City’s discretion.

## BACKGROUND

The City manages over 104,000 shade trees on streets, in parks and around civic facilities that require a range of regular maintenance activities, including seasonal watering. Depending on the weather during any given year, street trees, park trees and trees around civic buildings require supplemental watering during the first six to eight years following planting. In 2020, there are approximately 25,250 trees that may need to be watered at the peak of the summer drought period. Approximately 5% of this watering is carried out by City staff, with the remainder undertaken by qualified external contractors.

The City's shade trees represent a significant green infrastructure investment. Well-managed trees beautify the City, provide habitat for insects and wildlife, mitigate storm water run-off, offset carbon emissions and filter pollutants. Regular watering of young trees increases the service life of the trees and reduces tree mortality.

## SCOPE OF WORK

The total anticipated cost of the contracted work for 2020, with average weather conditions, is \$1,237,940.00 including GST. Warm weather can drive watering costs up significantly, in the event that spring and summer weather in Surrey is unusually sunny and hot. The recommendations in this report include contingency funding, in an amount equal to a 10% increase in this year's anticipated annual watering cost. This contingency funding is necessary to respond to historical weather patterns (e.g. a very dry spring or summers). The ability to increase the watering program for stressed trees during periods of prolonged drought is essential to extend the useful life of trees (tree survival). This amount also reflects the general trend towards drier summers where more watering is required.

In recognition that tree watering is costly, a number of initiatives are carried out to encourage residents to water trees on a voluntary basis in order to help us reduce watering costs. Tree water bags are offered for free to residents who express interest in watering trees adjacent to their homes. The City engages with volunteers (e.g. Urban Forestry Leaders) to carry out tree watering and encourages tree watering by residents during events such as Releaf plantings and Nature Work Parties. In addition, Surrey's Natural Area Partnership ("SNAP") carries out tree watering outreach at a number of events throughout the year and information is distributed via the City's website and social media platforms to encourage residents to fill water bags and water trees.

## QUOTATION RESULTS

A request for quotation ("RFQ") for the Shade Tree Watering Services Contract was issued by the City in January 2020. The RFQ required proponents to submit per tree unit pricing for various age cohorts that will require watering this year, as well as information that would allow the City to evaluate whether the proponent had the capacity, qualifications, knowledge and skills to undertake the necessary work. Four suppliers submitted a quotation as follows:

	<b>Contractor</b>	<b>Tendered Amount with GST</b>	<b>Corrected Amount</b>
1	Horizon Landscape Contractors Inc.	\$1,237,940.00	No Change
2	Lee's Trees Ltd.	\$1,573,832.40	No Change
3	White Star Property Services Ltd.	\$2,057,538.00	No Change
4	Arctic Snow Removal and Salting Service Ltd.	\$2,138,918.25	No Change

## EVALUATION

The City's evaluation team comprised of staff from the Parks, Recreation & Culture Department and Finance Department, reviewed the quotations for accuracy and completeness. No errors or departures were found. Through this evaluation, Horizon demonstrated that they had the required skillsets and capacity to sufficiently meet the requirements of this Contract. Additionally, Horizon submitted the lowest quotation for the shade tree watering services.

Horizon has held the Shade Tree Watering Services Contract for more than 10 years and has provided satisfactory service to the City over this period of time. Horizon has no outstanding legal claims against the City. It is recommended that Horizon be awarded Contract No. 1220-040-2020-001.

## **SUSTAINABILITY CONSIDERATIONS**

The work completed through this Contract supports the City's Sustainability Charter 2.0. In particular, the services performed under this Contract relates to the Sustainability Charter 2.0 themes of Built Environment & Neighbourhoods, Ecosystems and Infrastructure. Specifically, this Contract supports the following Desired Outcomes ("DO") and Strategic Directions ("SD"):

- Neighborhoods and Urban Design - Do5: Trees, green spaces and natural areas are integrated into all neighbourhoods;
- Neighborhoods and Urban Design - SD3: Integrate natural areas, ecosystems, and green areas in all neighbourhoods;
- Natural Areas, Biodiversity and Urban Forest - Do3: All development enhances or minimizes the impacts on Surrey's lush tree canopy and natural environment, and avoids encroachment into natural areas, habitat features and parks;
- Natural Areas, Biodiversity and Urban Forest - SD5: Increase tree canopy coverage across the city;
- All Infrastructure - Do4: Ecosystems and natural assets are an essential part of the community's infrastructure system; and
- All Infrastructure - SD3: Develop and manage the green infrastructure network to continue to deliver ecosystem services.

## **FUNDING**

Funding is available within the approved 2020 Parks operating budget.

Laurie Cavan  
General Manager,  
Parks, Recreation & Culture