

NO: R008

COUNCIL DATE: January 17, 2022

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## REGULAR COUNCIL

TO: **Mayor & Council** DATE: **January 6, 2022**

FROM: **General Manager, Parks, Recreation & Culture** FILE: **6300-01**

SUBJECT: **Award of Contract No. 1220-040-2021-077 A, B & C  
Hazard Tree Removal Services**

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## RECOMMENDATION

The Parks, Recreation & Culture Department recommends that Council:

1. Receive this report for information;
2. Award Contract No. 1220-040-2021-077 A to B.C. Plant Health Care Inc. for an initial one-year term in the amount of \$164,587.50 (including GST) for the provision of hazard tree removal services;
3. Award Contract No. 1220-040-2021-077 B to DC Tree Services Ltd. for an initial one-year term in the amount of \$485,625.00 (including GST) for the provision of hazard tree removal services;
4. Award Contract No. 1220-040-2021-077 C to Scott Vegetation Management Ltd. for an initial one-year term in the amount of \$433,125.00 (including GST) for the provision of hazard tree removal services;
5. Set the annual expenditure authorization limit for Contract No. 1220-040-2021-077 A at \$181,046.25 (including GST and contingency);
6. Set the annual expenditure authorization limit for Contract No. 1220-040-2021-077 B at \$534,187.50 (including GST and contingency);
7. Set the annual expenditure authorization limit for Contract No. 1220-040-2021-077 C at \$476,437.50 (including GST and contingency);
8. Approve the option to extend Contract No. 1220-040-2021-077 A, B & C for up to four additional one-year terms, including annual Vancouver Consumer Price Index ("CPI") rate increases, at the City's discretion; and
9. Authorize the General Manager, Parks, Recreation & Culture to execute Contract No. 1220-040-2021-077 A, B & C and approve and execute all contract renewals related to Contract No. 1220-040-2021-077 A, B & C within the approved annual expenditure authorization limits, per year (including GST, contingency and CPI rate increases).

## **INTENT**

The purpose of this report is to obtain Council approval to award Contract No. 1220-040-2021-077 A, B & C to B.C. Plant Health Care Inc. (“BCPHC”), DC Tree Services Ltd. (“DC”) and Scott Vegetation Management Ltd. (“Scott”) respectively for the provision of hazard tree removal services.

## **SCOPE OF WORK**

Surrey has management responsibilities for significant tree resources. These include approximately 1,500 hectares of forested parkland, 105,000 street and park shade trees under active management, remnant trees growing on public open and un-opened road allowances, and trees on corporately owned city properties.

The management of trees includes hazard tree removal work which is required to ensure public safety and to protect both City and private property. Much of this work occurs on a proactive basis, where trees are inspected and hazard tree removal work is carried out in a planned manner. The work also occurs on a reactive basis, where trees are found to be hazardous outside of the planned inspection programs. The unplanned work is often associated with storm events, but may also be the result of automobile accidents, flooding, or land clearing on adjacent private properties that exposes City-owned forest trees to higher wind loading.

The following qualifications are industry standards for hazard tree removal work in the urban environment and are required for Contract No. 1220-040-2021-077:

- I.S.A. Arborist
- I.S.A. Certified Tree Worker/Climber Specialist
- Faller Certification - BC Forest Safety Council
- I.S.A. Certified Utility Arborist

Due to the anticipated volume of hazard tree removal work generated annually, the scope of work is divided into three separate components, with each component potentially awarded to a separate contractor and the City reserving the right to award a contractor more than one component of this contract. The three separate components for the hazard tree removal work are:

- A: Scheduled hazard tree removal work citywide
- B: Demand hazard tree removal work north of Hwy 10
- C: Demand hazard tree removal work south of Hwy 10

## **QUOTATION RESULTS**

Request for Quotation (“RFQ”) No. 1220-040-2021-077 for hazard tree removal services was issued by the City in November 2021. The RFQ required proponents to submit hourly rates for various tree removal crew alignments, 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 for each component of the contract. The RFQ results for each component are detailed in the following sub-sections.

**A: Scheduled Hazard Tree Removal Citywide**

Six qualified suppliers submitted a quotation:

<i>Contractor</i>	<i>Tendered Amount with GST</i>
1. BC Plant Health Care Inc.	\$164,587.50
2. Scott Vegetation Management Ltd.	\$164,587.50
3. DC Tree Services Ltd.	\$184,537.50
4. Horizon Landscape Contractors	\$194,512.50
5. Bartlett Tree Expert Co.	\$209,475.00
6. Vancouver Island Tree Service Ltd.	\$213,465.00

**B: Demand Hazard Tree Removal North of Hwy 10**

Six qualified suppliers submitted a quotation:

<i>Contractor</i>	<i>Tendered Amount with GST</i>
1. Scott Vegetation Management Ltd.	\$433,125.00
2. DC Tree Services Ltd.	\$485,625.00
3. Horizon Landscape Contractors	\$511,875.00
4. Bartlett Tree Expert Co.	\$551,250.00
5. Vancouver Island Tree Service Ltd.	\$561,750.00
6. BC Plant Health Care Inc.	\$708,750.00

**C: Demand Hazard Tree Removal South of Hwy 10**

Six qualified suppliers submitted a quotation:

<i>Contractor</i>	<i>Tendered Amount with GST</i>
1. Scott Vegetation Management Ltd.	\$433,125.00
2. Horizon Landscape Contractors	\$511,875.00
3. BC Plant Health Care Inc.	\$538,125.00
4. DC Tree Services Ltd.	\$546,000.00
5. Bartlett Tree Expert Co.	\$551,250.00
6. Vancouver Island Tree Service Ltd.	\$561,750.00

**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.

Quotations for each component were evaluated based on the following criteria:

- Sufficient capacity both in terms of human resources and equipment to undertake the work;
- Sufficient skill set to undertake the full range of duties required under the contract (i.e. required arborist certification, required tree climbing certification, etc.); and
- Demonstrated experience to undertake the scope of work identified in the contract.

#### **A: Scheduled Hazard Tree Removal Citywide**

BCPHC and Scott submitted the lowest qualified bids for the scheduled citywide hazard tree removal component. Through the evaluation, BCPHC demonstrated they had the required capacity, knowledge, skills, requisite qualifications and certifications, and ability to carry out all aspects of the work outlined in the RFQ's Scope of Services. In addition, BCPHC has provided hazard tree removal work to the City since 2014, during which time the City has found their work to be satisfactory. Staff recommend that the scheduled citywide hazard tree removal component be awarded to BCPHC.

#### **B: Demand Hazard Tree Removal North of Hwy 10**

Scott submitted the lowest qualified bid for both components of the demand hazard tree work. During the evaluation of Scott's bid, Scott stated to the City that they did not have sufficient staffing capacity to complete both the north and south demand hazard tree components. Scott identified a preference to complete the south component of this work. DC submitted the second lowest qualified bid for the north component and demonstrated they have the required capacity, knowledge, skills, requisite qualifications and certifications, and ability to carry out all aspects of the demand hazard tree removal work outlined in the RFQ's Scope of Services. Staff recommend that the demand hazard tree removal component north of Hwy 10 be awarded to DC.

#### **C: Demand Hazard Tree Removal South of Hwy 10**

As noted in the paragraph above, Scott submitted the lowest qualified bid for both components of the demand hazard tree work and Scott advised the City that they only have the capacity to fulfill the south portion of the work. Scott demonstrated they had the required capacity, knowledge, skills, requisite qualifications and certifications, and ability to carry out all aspects of the tree risk abatement work outlined in the RFQ's Scope of Services south of Hwy 10. Staff recommend that the demand hazard tree removal component south of Hwy 10 be awarded to Scott.

### **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, Public Safety, Ecosystems and Infrastructure. Specifically, this Contract supports the following Desired Outcomes ("DO") and Strategic Direction ("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;
- Community Safety and Emergency Services – DO1: Residents are safe and have a strong sense of security in all neighbourhoods and throughout the city;
- Natural Areas, Biodiversity and Urban Forest – DO1: Parks, natural areas, urban forests and habitat corridors are interconnected throughout Surrey and the region, creating healthy places for people and wildlife; and
- All Infrastructure - Do4: Ecosystems and natural assets are an essential part of the community's infrastructure system.

## FUNDING

Funding for this contract is available within the approved 2022 Parks Recreation & Culture operating and capital budgets.

Laurie Cavan  
General Manager,  
Parks, Recreation & Culture