



Corporate *NO: R018*

Report *COUNCIL DATE: January 28, 2002*

REGULAR			
TO:	Mayor & Council	DATE:	January 28, 2002
FROM:	General Manager, Parks, Recreation and Culture Department	FILE:	1220-20
SUBJECT:	Award Tender No.: MS. 10.01.01 - Goranson Construction Ltd.		

RECOMMENDATION

That Council approve entering into an initial one (1) year agreement with an option of a further one (1) year (at the City's discretion and subject to successful performance of all aspects of the work), with Goranson Construction Ltd. (primary provider), to provide landscape site preparation services at an anticipated annual expenditure of \$250,000 including GST.

BACKGROUND/DISCUSSION

The Parks Division of the Parks, Recreation and Culture Department, requires a contractor with sound knowledge of the City's landscape site preparation requirements and to provide professional services for various park development projects of varying size and complexity such as school/park sites (e.g. Rosemary Heights School Park) and linear park/trail systems. In providing the services, the contractor shall exercise the degree of skill, care and diligence normally exercised by professionals in similar circumstances.

The City's Purchasing Section requested submission of tenders covering the following services:

- Grading, top soil and rock picker services;
- Specialist advice on maintenance programs;
- Emergency maintenance services including 24 hour urgent and essential service;
- Cost estimates of planned works;
- Progress reports on all works, including urgent and essential maintenance;
- Accessibility for immediate advice; and

Works to be carried out in accordance with current legislative requirements (environmental issues).

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As a result of the tendering process, the Purchasing Section successfully solicited tenders from the following contractors:

- Land Tec Ground Expert
- Horizon Landscape Contractors Inc.
- Goranson Construction Ltd.
- Alnor Excavating Ltd.
- Modern Grounds Maintenance

After a detailed evaluation process utilizing the broad criteria as outlined in Appendix “A”, Parks Division and Purchasing staff have identified that Goranson Construction Ltd., should be awarded this tender. The tender submission complies with all tender specifications and previous experience when dealing with Goranson has been favourable and service has been good.

The objectives of this tender are to:

- Minimize long-term maintenance costs;
- Achieve competitive hourly labour rates;
- Include all trucking, disposal fees, etc. in rates;
- Establish overall project management, thereby reducing staff disruptions; and
- Generate standard reporting.

CONCLUSION

In accordance with the City's Purchasing Policy, it is recommended that Council approve entering into an initial one (1) year agreement with an option of a further one (1) year, subject to successful performance of all aspects of the work, with Goranson Construction Ltd., (primary provider) to provide, On-Demand, On-Site Preparation, Grading, Topsoil, and Rock Picker services, to support the City's Parks, Recreation and Culture Department, Parks Divisions.

Don Hunter, General Manager

Parks, Recreation and Culture Department

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Attach.

c.c. - City Manager

- City Clerk

- Manager, Purchasing & Payments

APPENDIX A

EVALUATION PROCESS

Representatives from the Purchasing Section and Parks Division considered these tenders using an in-depth evaluation process. The evaluation criteria used were:

(a) Professional and Technical Competence

- **Compliance** - Procedures that can confidently be completed within the window of opportunity.

- **Knowledge of profession and market** - relevant private and public sector experience, knowledge of standards and association with affiliated bodies.

- **Personnel** – proposed team experience and qualifications of personnel and means of providing continuity of suitable teams.

- **Innovation/Methodology** - best practices and techniques, control self assessment, strategic planning methodology.

- **Customer Service** – policies, practices, and processes to ensure customer satisfaction, service delivery, and value added.

- **Product Quality Assurance** - acceptable policies and procedures accreditation, where applicable.

(b) Commercial Criteria

- **Compliance with terms and conditions of contract**, and

- **Conflict of interest** - aware of any conflict or potential conflict, process in place to identify and report potential conflict.

(c) Financial Criteria

- **Financial Viability** - continuity of business, meets insurance requirements.

- **Cost Component** – tendered hourly labour rates, disbursements, and contingencies. .

- **Financial Performance.**

- ❑ City will receive fixed hourly labour rates for the services as requested in the tender document.
- ❑ Hourly labour rates are firm for the term of the agreement.
- ❑ City will receive aggressive pricing on smaller capital projects.