



To: Toronto Public Library Board – October 28, 2002

From: City Librarian

Subject: **Snow Removal Services – Award of Contract**

Purpose:

To advise the Toronto Public Library Board of the result of the Request for Quotation (RFQ) for Snow Removal Services and to request authority to award contracts to the recommended proponents.

Funding Implications and Impact Statement:

All dollar amounts in this report include applicable taxes less the Municipal Goods and Services Tax Rebate.

The resulting contract will be for a two (2) year period commencing December 1, 2002 and ending March 31, 2004. The annual cost will be \$233,923.30 for a total of \$467,846.60 for both years.

The total annual cost is an increase of \$14,417.53 or 6.5 percent over the current costs, and will be accommodated within the operating budget.

Recommendation:

It is recommended that authority be granted to appropriate Toronto Public Library (TPL) officials to enter into Agreements with the lowest bidders:

- (1) Jimrick's Property Services for snow removal services in the East, North and South Districts at an annual cost of \$202,858.50 for a total of \$405,717.00;
- (2) L. & J. Landscaping for Snow Removal Services in the West District at an annual cost of \$31,064.80 for a total of \$62,129.60.

Background:

At present, contracted Snow Removal Services are provided to the TPL on an as-required basis to those locations identified in the RFQ.

Comments:

On September 27, 2002, an RFQ was advertised in the Toronto Star to provide Snow Removal Services for TPL. A total of four (4) submissions were received by TPL on October 17, 2002.

All proponents had the option to bid on all four TPL areas: North, East, South and West. Upon opening and reviewing the bids, the lowest bids were as follows:

East - Jimrick's Property Services - \$ 38,316.00
North - Jimrick's Property Services - \$ 51,500.00
South - Jimrick's Property Services - \$113,042.50
West - L. & J. Landscaping - \$ 31,064.80

Conclusion:

The proposals from Jimrick's Property Services and L. & J. Landscaping have met all requirements of TPL's RFQ for Snow Removal Services. It is recommended that authority be granted to award Agreements to Jimrick's Property Services and L. & J. Landscaping for the supply of Snow Removal Services.

Contact:

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City Librarian

List of Attachments:

Not applicable.