



COUNCIL REPORT

Report Date: July 2, 2025
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Meeting Date: July 23, 2025
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TO: Standing Committee on City Finance and Services

FROM: General Manager of Vancouver Board of Parks and Recreation and Chief Procurement Officer

SUBJECT: Contract Award for Supply of Tree Related Maintenance Services
Pre-Qualification

Recommendations

- A. THAT Council authorize City staff to negotiate with each of the eight (8) vendors listed in Appendix A, a prequalification, standing-offer agreement for the provision of various tree related maintenance services during a term of three (3) years each, with the total estimated contract value of \$4 million, plus applicable taxes, for all 8 contracts combined, to be funded through the Annual Capital Expenditure Budget, the Multi-Year Capital Budget and the Operating Budget subject to Council approval.
- B. THAT Council delegate authority to execute the contracts to the Director of Legal Services, Chief Procurement Officer, and General Manager of Vancouver Board of Parks and Recreation.
- C. THAT no legal rights or obligations will be created by Council's approval of Recommendations A and B unless and until the City executes and delivers the Agreements.

Purpose and Executive Summary

The Park Board's Urban Forestry team is seeking to establish a roster of pre-qualified contractors available to deliver a range of services including tree removal, pruning, stump grinding, emergency response and arborist consulting services. The Urban Forestry team requires additional capacity to enhance its proactive management and maintenance of the City's tree inventory and ensure timely response to identified risks. Having a secure and reliable pre-qualified list of contractors would aid in mitigating associated risks to human safety from falling tree limbs and exposed roots, risk of property damage particularly during and following weather events and improving the overall health of the City's urban canopy.

To this effect the City issued a Request for Application ("RFA") PS20251163-VBPR-RFA for Tree Related Maintenance Services on March 25, 2025. The City advertised the RFA on the City of Vancouver website and BC Bid, in accordance with the City's Procurement Policy (ADMIN-008). City staff on the RFA evaluation committee and the Bid Committee have considered the responses received and recommend that the City negotiate standing agreements with eight (8) vendors.

Council Authority/Previous Decisions

The City's Procurement Policy (ADMIN-008) requires Council approve contracts with a total value greater \$3,000,000 following review and recommendations by the City's Bid Committee. The Bid Committee has considered the bids and recommends the list of eight (8) vendors provided in Appendix A as the successful applicants.

There are no applicable Council authority or previous decisions related to this report.

City Manager's Comments

The City Manager concurs with the foregoing recommendations.

Context and Background

The City of Vancouver's Board of Parks and Recreation's Urban Forestry team is responsible for the care and maintenance of the City's urban forest on public land encompassing over one (1) million trees. This includes:

- 150,000 street trees: Lining streets, medians, and boulevards throughout the city.
- 35,000 trees in parks and golf courses: Providing shade, beauty, and environmental benefits in recreational areas.
- Approximately one (1) million trees in forest areas: Providing ecological services in significant green spaces like Stanley Park and Jericho Park.

To support managing this extensive inventory, Park Board's Urban Forestry team requires qualified and experienced vendors to supplement the internal capacity available to undertake this work. The increased capacity will allow for more proactive management and maintenance of the City's tree inventory and mitigate public safety risks. Having a secure and reliable pre-qualified list of contractors would aid in mitigating associated risks to human safety from falling tree limbs and exposed roots, risk of property damage particularly during and following weather events and improving the overall health of the City's urban canopy.

The services provided will include the supply of all labour, materials, and equipment necessary to provide:

- tree removal;
- tree pruning;
- stump grinding;
- emergency response; and,
- consulting arborist services as required.

Work will be assigned at a tree, block, or neighbourhood basis. Opportunities to bid on projects will be provided to the pre-qualified vendors, and they will be evaluated and awarded based on a combination of cost, experience, and availability.

The work will be carried out in adherence to the following set of standards:

- The American National Standards Institute (ANSI) Z133 Safety Standards for Arboriculture Operations;
- The American National Standards Institute (ANSI) A300 Tree Care Standards for trees, shrubs, palms and other woody landscape plants Parts 1-10 (Pruning, Supplemental Support Systems, Tree Risk Assessment, etc.);
- Ministry of Transportation and Infrastructure Traffic Management; and,
- WorkSafeBC Guidelines.

Discussion

The City received responses from fifteen (15) applicants in response to the RFA. The responses were evaluated, using both quantitative and qualitative factors, by an evaluation team comprised of representatives from the Board of Parks and Recreation under the stewardship of Supply Chain Management, to assess each response's overall value.

Some of the Criteria considered in the overall evaluation process included:

- Applicant overview;
- Applicant's ability to meet the City's technical requirements;
- Personnel qualifications;
- Applicants related experience and references; and,
- Hourly rates for different key positions and use of common related equipment.

Based on the overall evaluation, the team concluded that the applications submitted by the attached list of eight (8) vendors (Appendix A) best met the City's requirements and provided best overall value to the City.

It is recommended that the pre-qualified contractors and consultants be signed to standing offer agreements to help maintain and preserve its stock of street and park trees in two categories:

- Tree Maintenance Services, and
- Arborist Consulting Services.

Financial Implications

Finance has reviewed and confirmed that funding is available for tree related services from Capital and Operating Budgets. After contract execution with prequalified vendors, Financial Planning & Analysis (FP&A) will review each service request against available budget to ensure appropriate and sufficient funding is in place prior to any project award.

Legal Implications

The City's Procurement Policy (ADMIN-008) requires the Director of Legal Services to execute all contracts with a total value greater than \$3,000,000 that have been awarded by the Bid Committee and Council.

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APPENDIX A

List of Recommended Vendors

Recommended Tree Related Maintenance Services Vendors

Asplundh Canada ULC

BC Plant Health Care Inc.

Davey Tree Expert Co. of Canada, Limited

NGS Contracting Ltd.

Silverback Treeworks Ltd.

TreeLine Management Inc.

Recommended Arborist Services Vendors

BC Plant Health Care Inc.

Chartwell Resource Group Ltd.

Blackwell Consulting Ltd.