



STAFF REPORT ACTION REQUIRED

Contract Awards – August 5, 2009 - Composite Report

Date:	July 30, 2009
To:	Bid Committee
From:	Director, Purchasing and Materials Management
Reference	Various Calls

SUMMARY

The purpose of this report is to advise on the results of the competitive procurement calls issued by the Purchasing and Materials Management Division and to recommend contract awards as outlined in this report.

RECOMMENDATIONS

The Director of Purchasing and Materials Management recommends that the Bid Committee grant authority to award the following contracts in accordance with the Contract Details set out in the appendices of this report:

1	Call Document	Request for Quotation 1201-09-5136
	Description	Installation of ducts and pole bases for new accessible pedestrian signals at various locations throughout the City of Toronto.
	Recommended Bidder	Stacey Electric Company Limited
2	Call Document	Request for Quotation No. 0203-09-0075
	Description	Supply all labour, materials, janitorial supplies (consumables) and equipment necessary to provide Janitorial Services at the Various locations in the West District Facilities for the Facilities and Real Estate Division.
	Recommended Bidder	Topnotch Building Maintenance Ltd.

COMMENTS

(1) REQUIREMENTS

For each of the recommended contract awards, the following requirements have been met:

- (a) The firm recommended for award is the lowest bidder meeting specifications or to the highest scoring proponent based on the evaluation criteria included in the call and meeting the requirements of the call;
- (b) the Deputy City Manager and Chief Financial Officer agrees with the Financial Impact information;
- (c) the appropriate Division has reviewed submissions and found the price to be reasonable, within available budget and concurs with the recommendation;
- (d) the call document was advertised on the City's internet website and bids or proposals were opened publicly; and
- (e) the Fair Wage Office confirms the recommended firm understands the Fair Wage Policy and Labour Trades requirements and has agreed to comply fully.

Additional details and information for the above calls are on the file in the Purchasing and Materials Management Division.

SIGNATURE – CHIEF PURCHASING OFFICIAL

Lou Pagano, P. Eng.
Director
Purchasing and Materials Management Division

(2) APPENDICES – Contract Details

(2) CONTRACT DETAILS
APPENDIX # 1

July 23, 2009

Call No:

Request for Quotation 1201-09-5136

Description:

The installation of ducts and pole bases for new accessible pedestrian signals at various locations throughout the City of Toronto.

Call Dates:

Issued June 12, 2009, Closed July 14, 2009

Ward No:

Various

Recommended Bidder:

Stacey Electric Company Limited

Contract Award Value:

\$619,922.55 (net of GST)

\$650,918.68 (including all applicable taxes and charges)

Number of Bids:

Four (4)

Financial Impact:

The total potential contract award identified in this report is \$650,918.68 including all taxes and charges. The total potential cost to the City is \$619,922.55 net of GST. Funds for this project are included in the 2009 Transportation Services Capital Budget in account CTP 709-06 (Accessible Pedestrian Signals).

The engineering estimate for this project was \$631,158.56 net of GST.

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CONTRACT DETAILS

APPENDIX # 2

Date: July 27, 2009

Call No:

Request for Quotation No. 0203-09-0075

Description:

For the supply all labour, materials, janitorial supplies (consumables) and equipment necessary to provide Janitorial Services at the Various locations in the West District Facilities for the Facilities and Real Estate Division from the date of award to July 31, 2010 with the option to renew for, four (4) additional separate one (1) year periods at the sole discretion of the City and subject to budget approval. Should the option(s) to renew be exercised then the Director of Facilities and Real Estate Division will instruct the Chief Purchasing Official to process the necessary contract renewals under the same terms and conditions.

Call Dates:

Issued April 17, 2009, closed May 6, 2009

Ward No:

Various Locations in the West District

Recommended Bidder:

Topnotch Building Maintenance Ltd.

Contract Award Value:

- Date of award to July 31, 2010, \$624,609.44 net of GST
- Option Year (1) - August 1, 2010 - July 31, 2011, \$637,101.63 net of GST
- Option Year (2) - August 1, 2011 - July 31, 2012, \$656,214.68 net of GST
- Option Year (3) – August 1, 2012 – July 31, 2013, \$682,463.26 net of GST
- Option Year (4) – August 1, 2013 – July 31, 2014, \$716,586.43 net of GST

Total potential contract award is \$3,316,975.44 net of GST,
\$ 3,482,824.22 including all applicable taxes and charges

Number of Bids:

Three (3) Bids

Financial Impact:

The total potential contract award identified in this report is \$3,482,824.22 including all applicable taxes and charges. The total potential cost to the City is \$3,316,975.44 net of GST. Funding in the amount of \$260,253.95 net of GST from the date of award to December 31, 2009, is included in the 2009 Facilities and Real Estate Operating Budget in cost centres FA0713, FA0715, FA0655, FA0659, FA0607, FA0612, FA1984, FA2277 and FA0720 within cost elements 2570, 3099 and 4415. Funding for the remainder of the contract will be included in the 2010 Facilities and Real Estate Operating Budget submission.

APPENDIX # 2

Should the options be exercised, then additional funds will be included in the Divisions' 2011-2014 Operating Budget submissions. Funding details are provided below:

FIRM NAME	TOTAL PRICE FROM DATE OF AWARD TO DECEMBER 31, 2009 (NET OF GST)	TOTAL PRICE FROM JANUARY 2010 TO JULY 31, 2010 (NET OF GST)	OPTION YEAR (1) AUGUST 1, 2010 TO JULY 31, 2011 (NET OF GST)	OPTION YEAR (2) AUGUST 1, 2011 TO JULY 31, 2012 (NET OF GST)	OPTION YEAR (3) AUGUST 1, 2012 TO JULY 31, 2013 (NET OF GST)	OPTION YEAR (4) AUGUST 1, 2013 TO JULY 31, 2014 (NET OF GST)	TOTAL (NET OF GST)
Topnotch Building Maintenance Ltd.	\$260,253.95	\$364,355.49	\$637,101.63	\$656,214.68	\$682,463.26	\$716,586.43	\$3,316,975.44

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