



## STAFF REPORT ACTION REQUIRED

### Contract Awards – November 25, 2009 - Composite Report

<b>Date:</b>	November 19, 2009
<b>To:</b>	Bid Committee
<b>From:</b>	Director, Purchasing and Materials Management
<b>Reference</b>	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 3907-09-5121
	Description	To Repair Burn House Concrete Structure and Replace Exterior Cladding at Toronto Fire Services West Training Centre located at 947 Martin Grove Road
	Recommended Bidder	Canada Construction Ltd.
2	Call Document	Request for Proposal 0222-09-0041
	Description	Supply and delivery of various housekeeping and laundry supplies at various Long-Term Care Homes and Services locations for a five (5) year term for the period from January 1, 2010 to December 31, 2014.
	Recommended Proponent	Ecolab Co.
3	Call Document	Request for Quotation 6032-09-0164
	Description	For the non-exclusive supply of all labour, materials and equipment required to provide Winter Maintenance Services to

		various City of Toronto Fire Services locations for the 2009/2010 Winter Season
	Recommended Bidder	Lima Gardens & Construction Inc.
4	Call Document	Request for Quotation 1004-08-3108
	Description	Supply, delivery, warranty, and installation, of new Herman Miller Action Office (AO) Systems Series Workstations, from the date of the award until March 31, 2010
	Recommended Bidder	Herman Miller Workplace Resource
5	Call Document	Request for Quotation 6902-09-3142
	Description	For the supply, delivery and off-loading of Pre-blended Ethanol Unleaded Gasoline and Pre-blended Biodiesel and D-2 Fuels to various City of Toronto Divisions and other publicly funded organizations, as may be required by any or all of the City of Toronto, its Boards, Agencies, Commissions, Toronto Police Services, Exhibition Place, The Toronto Zoo, the Toronto District School Board, York University; on an as and when required basis during the period January 1, 2010 to June 30, 2010
	Recommended Bidder	Suncor Energy Products Inc.

## 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

November 17, 2009

Call No:

Request for Quotation 3907-09-5121

Description:

To Repair Burn House Concrete Structure and Replace Exterior Cladding at Toronto Fire Services West Training Centre located at 947 Martin Grove Road

Call Dates:

Issued May 22, 2009, Closed August 14, 2009

Ward No:

2

Recommended Bidder:

Canada Construction Ltd.

Contract Award Value:

\$514,000.00 net of GST

\$539,700.00 including all applicable taxes and charges

Number Bids:

Three (3)

Financial Impact:

The total contract award identified in this report is \$539,700.00 including all applicable taxes and charges. The total cost to the City is \$514,000.00 net of GST.

Funding is available in the 2009 Toronto Fire Services Capital Budget, in capital account WBS#CFR074-01 (Training Facilities Renovations – West).

The Engineering Estimate for this project is \$550,000.00 net of GST.

Division Contacts:

David Ferguson  
Manager, Construction Services  
Purchasing and Materials Management  
Telephone: 416-392-7323  
E-mail: [dfergus4@toronto.ca](mailto:dfergus4@toronto.ca)

Ray Annetta, P. Eng.  
Manager, Design and Construction  
Facilities and Real Estate  
Telephone: 416-392-9697  
E-mail: [rannett@toronto.ca](mailto:rannett@toronto.ca)

(2) CONTRACT DETAILS  
APPENDIX #2

November 16, 2009

Call No:

Request for Proposal 0222-09-0041

Description:

Supply and delivery of various housekeeping and laundry supplies at various Long-Term Care Homes and Services locations for a five (5) year term for the period from January 1, 2010 to December 31, 2014.

Call Dates:

Issued March 23, 2009, Closed April 28, 2009

Ward No:

All

Recommended Proponent:

Ecolab Co.

Contract Award Value:

\$1,749,270.60 net of GST

\$1,830,255.35 including all applicable taxes

Number of Proposals:

Five (5) proposals were received.

Four (4) proposals met the technical threshold and had the cost of services evaluated.

Range of Scores:

38.02 to 82.91

Financial Impact:

The total contract award identified in this report is \$1,830,255.35 including all applicable taxes. The total cost to the City is \$1,749,270.60 net of GST, or \$349,854.12 annually. Funding has been requested in the 2010 Long-Term Care Homes and Services Operating Budget submission in accounts D3\*041 for \$294,158.52 and D3\*051 for \$55,695.60. Funding will be requested in 2011-2014 Long-Term Care Homes and Services Operating Budget submissions for the remaining four years of the contract.

Year	D3*041 (net of GST)	D3*051 (net of GST)	Total (net of GST)
2010	\$294,158.52	\$55,695.60	\$349,854.12
2011	\$294,158.52	\$55,695.60	\$349,854.12
2012	\$294,158.52	\$55,695.60	\$349,854.12
2013	\$294,158.52	\$55,695.60	\$349,854.12
2014	\$294,158.52	\$55,695.60	\$349,854.12
			\$1,749,270.60

## APPENDIX #2

### Division Contacts:

John McNamara  
Manager, Goods and Services  
Purchasing and Materials Management  
Tel: 416-392-7316  
E-mail: [jmcnama@toronto.ca](mailto:jmcnama@toronto.ca)

Dana Tulk  
Manager, Capital and Facilities Services  
Long Term Care Homes and Services  
Tel: 416 392-9061  
E-mail: [dtulk@toronto.ca](mailto:dtulk@toronto.ca)

(2) CONTRACT DETAILS  
APPENDIX #3

Date: November 13, 2009

Call No:

Request for Quotation 6032-09-0164

Description:

For the non-exclusive supply of all labour, materials and equipment required to provide Winter Maintenance Services to various City of Toronto Fire Services locations for the 2009/2010 Winter Season, with the option to renew the Contract for four (4) additional separate one (1) year winter seasons, (2010/2011, 2011/2012, 2012/2013, and 2013/2014) at the sole discretion of the Manager of Facilities & Materials Management, and subject to budget approval. Should the options to renew be exercised, then the Manager of Facilities & Materials Management will instruct the Director of Purchasing and Materials Management to process the renewals under the same terms and conditions.

Call Dates:

Issued October 14, 2009, Closed October 28, 2009

Ward No:

All

Recommended Bidder:

Lima Gardens & Construction Inc

Contract Award Value:

- Date of award to April 30, 2010: \$683,102.92 net of GST
- Option Year 1 – November 15, 2010 to April 30, 2011: \$696,764.97 net of GST
- Option Year 2 – November 15, 2011 to April 30, 2012: \$710,700.27 net of GST
- Option Year 3 – November 15, 2012 to April 30, 2013: \$724,914.28 net of GST
- Option Year 4 – November 15, 2013 to April 30, 2014: \$739,412.56 net of GST

The total potential contract award including all option years is \$3,554,895.00 net of GST, \$3,719,473.47 including all applicable taxes and charges.

Number of Bids:

Seven (7)

Financial Impact:

The total potential contract award identified in this report is \$3,719,473.47 including all taxes and charges. The total potential cost to the City is \$3,554,895.00 net of GST. Funding in the amount of \$55,148.77 net of GST is available in the 2009 Fire Services Operating Budget FR0017 in cost centre under cost element 4413. Funding for the balance of the term in the amount of \$627,954.15 net of GST will be requested in the 2010 Fire Services Operating Budget submission in cost centre under cost element 4413. Should the

APPENDIX #3

options to renew be exercised, then additional funds will be requested in the 2010-2014 Fire Services Operating Budget submissions as per the details in the table below:

Date of award to Dec 31, 2009 (net of GST)	Jan 1, 2010 to Apr 30, 2010 (net of GST)	Nov 15, 2010 to Apr 30, 2011 (net of GST)	Nov 15, 2011 to Apr 30, 2012 (net of GST)	Nov 15, 2012 to Apr 30, 2013 (net of GST)	Nov 15, 2013 to Apr 30, 2014 (net of GST)
\$55,148.77	\$627,954.15	\$696,764.97	\$710,700.27	\$724,914.28	\$739,412.56

Division Contacts:

John McNamara  
 Manager, Goods & Services  
 Purchasing & Materials Management  
 Telephone: (416) 392-7316  
 E-Mail: jmcnama@toronto.ca

Arnold Louie  
 Manager, Facilities & Materials Management  
 Fire Services  
 Telephone: (416) 338-9071  
 E-Mail: alouie@toronto.ca



(2) CONTRACT DETAILS  
APPENDIX # 4

Date: November 19, 2009

Call No:

Request for Quotation 1004-08-3108

Description:

Supply, delivery, warranty, and installation, of new Herman Miller Action Office (AO) Systems Series Workstations, from the date of the award until March 31, 2010 with the option to renew for two (2) 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 Director of Purchasing and Materials Management Division to process the necessary contract renewals under the same terms and conditions.

Call Dates:

Issued: January 29, 2009 Closed: February 20, 2009

Ward No:

All Wards.

Recommended Bidder:

Herman Miller Workplace Resource

Contract Award Value:

- Date of award to March 31, 2010 – Amount not to exceed \$3,168,992.89 net of GST
- Option Year 1 – April 1, 2010 to March 31, 2011 – Amount not to exceed \$3,168,992.89 net of GST
- Option Year 2 – April 1, 2011 to March 31, 2012 – Amount not to exceed \$3,168,992.89 net of GST

Total potential contract award including option years is \$9,506,978.67 net of GST.

Number of Bids:

2 Bids

Financial Impact:

The total potential contract award for all City contracts based on this RFQ is \$9,947,116.58, including all taxes and charges. The total potential cost to the City is \$9,506,978.68 net of GST.

Funding for the potential contract value of \$3,168,992.89 net of GST from the date of award to March 31, 2010 is included in the 2009 Capital Budget and 2010-2012 Capital Plan of various City Divisions and ABCs in various cost centres. Funding is also available in the 2009 Operating Budget of various City Divisions and ABCs in various cost centres in cost element 3310. Should the options be exercised, then funds in an amount not to exceed \$6,337,985.78 net of GST will be included in the Recommended 2010-2012 Capital Plan and Recommended 2010-2012 Operating Budget submissions.

#### APPENDIX # 4

Multiple contracts for other City Divisions will be issued by PMMD based on this RFQ. The individual divisional contracts will be administered by the cluster's purchasing representatives. Divisional staff will be required to confirm that sufficient funds exist in the cost centres/cost elements provided in their work requisition before work will be allowed to commence. The project cost will then be charged to the appropriate Operating or Capital Budget.

#### Division Contacts:

John McNamara  
Manager, Goods and Services  
Purchasing and Materials Management Division  
Telephone: 416-392-7316  
e-mail: [jmcnama@toronto.ca](mailto:jmcnama@toronto.ca)

Halyna Benesh  
Manager, Capital Construction  
Facilities and Real Estate Division  
Telephone: 416-392-5328  
e-mail: [hbenesh@toronto.ca](mailto:hbenesh@toronto.ca)

(2) CONTRACT DETAILS  
APPENDIX # 5

Date: November 19, 2009

Call No:  
RFQ 6902-09-3142

Description:

For the supply, delivery and off-loading of Pre-blended Ethanol Unleaded Gasoline and Pre-blended Biodiesel and D-2 Fuels to various City of Toronto Divisions and other publicly funded organizations, as may be required by any or all of the City of Toronto, its Boards, Agencies, Commissions, Toronto Police Services, Exhibition Place, The Toronto Zoo, the Toronto District School Board, York University; on an as and when required basis during the period January 1, 2010 to June 30, 2010 with the option to renew for an additional six (6) month period, from July 1, 2010 to December 31, 2010 at the sole discretion of the City and subject to budget availability. Should the option to renew be exercised, then the Director, Fleet Services Division will instruct the Director, Purchasing and Materials Management Division to process the renewal under the same terms and conditions.

Call Dates:

Issued October 7, 2009, Closed October 22, 2009

Ward No:

All

Recommended Bidder:

Suncor Energy Products Inc.

Contract Award Value:

January 1, 2010 – June 30, 2010: \$6,708,619.32 (including Federal Excise Tax, Provincial Road Tax) net of GST

Option Period July 1, 2010 – December 31, 2010: \$6,708,619.32 (including Federal Excise Tax, Provincial Road Tax) net of GST

The total potential contract award is \$13,417,238.64 (including Federal Excise Tax, Provincial Road Tax) net of GST, \$14,088,100.57 including all taxes.

Number of Bids:

Three (3)

Financial Impact:

The total potential contract award identified in this report is \$14,088,100.57 including all applicable taxes and charges. The potential cost to the City net of GST is \$13,417,238.64 (including Federal Excise Tax, Provincial Road Tax).

APPENDIX #5

The Operating budget for Fleet Services includes expenditures for acquisition of gasoline and diesel fuels that are charged back to the user programs based on consumption levels, except for programs that manage their own fuel operations. Funds are included in the 2010 Operating Budget submissions of the respective Divisions and ABCs, including provisional funding for the option period, should it be exercised by the City.

Table 1 – For the Initial Award January 1, 2010 to June 30, 2010

Division	Account	Ethanol Unleaded Gasoline (E10, Octane 87) Net of GST	Clear Low Sulphur Diesel Fuel, for On-road use Net of GST	Seasonally Adjusted Bio-diesel (at concentrations specified in the RFQ) Net of GST	Coloured Low-Sulphur Diesel Fuel, for Off-road use & Generators Net of GST	Total Cost Net of GST
Fleet Services	FL200-300	\$1,512,939.60	Not applicable	\$3,976,731.88	\$113,311.80	\$5,602,983.28
Emergency Medical Services	B55100	Not applicable	\$7,515.00	Not applicable	\$3,620.37	\$11,135.37
Solid Waste Management	Various under GL #s 2280 & 2281	Not applicable	\$125,500.50	Not applicable	\$98,391.24	\$223,891.74
Toronto Water	WW2055 cost element 2281	Not applicable	Not applicable	Not applicable	\$12,356.68	\$12,356.68
Parks Forestry & Recreation	Cost elements 2260, 2280, 2281 from Cost Centre Group SS-ES	\$93,206.40	\$16,533.00	Not applicable	\$168,560.10	\$278,299.50
Fire Services	FR0025 under GL 2260, 2280	\$25,538.880	\$498,877.72	Not applicable	\$16,683.940	\$541,100.54
Facilities & Real Estate	GL 4995	Not applicable	Not applicable	Not applicable	\$32,878.01	\$32,878.01
Toronto Long Term Care Homes & Services	D3A061 D3B061 D3C061 D3D061 D3E061 D3F061 D3G061 D3J061 D3K061 D3L061	Not applicable	Not applicable	Not applicable	\$5,974.20	\$5,974.20
		\$1,641,514.50	\$840,438.52	\$3,976,731.88	\$458,197.80	\$6,708,619.32
<b>Grand Total</b>						

APPENDIX #5

Below is a summary of the funding requirements for all participating Divisions net of GST for the option period commencing July 1, 2010 to December 31, 2010 (Table 2).

Table 2 – For the Option Period July 1, 2010 to December 31, 2010

Division	Account	Ethanol Unleaded Gasoline (E10, Octane 87) Net of GST	Clear Low Sulphur Diesel Fuel, for On-road use Net of GST	Seasonally Adjusted Bio-diesel (at concentrations specified in the RFQ) Net of GST	Coloured Low-Sulphur Diesel Fuel, for Off-road use & Generators Net of GST	Total Cost Net of GST
Fleet Services	FL200-300	\$1,512,939.60	Not applicable	\$3,976,731.88	\$113,311.80	\$5,602,983.28
Emergency Medical Services	B55100	Not applicable	\$7,515.00	Not applicable	\$3,620.37	\$11,135.37
Solid Waste Management	Various under GL #s 2280 & 2281	Not applicable	\$125,500.50	Not applicable	\$98,391.24	\$223,891.74
Toronto Water	WW2055 cost element 2281	Not applicable	Not applicable	Not applicable	\$12,356.68	\$12,356.68
Parks Forestry & Recreation	Cost elements 2260, 2280, 2281 from Cost Centre Group SS-ES	\$93,206.40	\$16,533.00	Not applicable	\$168,560.10	\$278,299.50
Fire Services	FR0025 under GL 2260, 2280	\$25,538.880	\$498,877.72	Not applicable	\$16,683.940	\$541,100.54
Facilities & Real Estate	GL 4995	Not applicable	Not applicable	Not applicable	\$32,878.01	\$32,878.01
Toronto Long Term Care Homes & Services	D3A061 D3B061 D3C061 D3D061 D3E061 D3F061 D3G061 D3J061 D3K061 D3L061	Not applicable	Not applicable	Not applicable	\$5,974.20	\$5,974.20
		\$1,641,514.50	\$840,438.52	\$3,976,731.88	\$458,197.80	\$6,708,619.32
<b>Grand Total</b>						

Division Contacts:

J. McNamara  
 Manager  
 Purchasing and Materials Management  
 Division  
 Telephone: 416-392-7316  
 E:mail: [jmcnama@toronto.ca](mailto:jmcnama@toronto.ca)

G. Pietschmann  
 Director  
 Toronto Fleet Services Division  
 Telephone: 416-392-1034  
 E:mail: [gpietsc@toronto.ca](mailto:gpietsc@toronto.ca)