



BID COMMITTEE CONTRACT AWARD

Award of Request for Quotation No. 0601-13-0123 to Canada Bread Company Limited for the supply and delivery of Bread, Baked Goods and other related products

Date:	September 16, 2013
To:	Bid Committee
From:	Director, Purchasing and Materials Management

RECOMMENDATIONS

The Director of Purchasing and Materials Management recommends that the Bid Committee grant authority to award the following contract:

Call No:	RFQ # 0601-13-0123
Description:	For the supply and delivery of Bread, Baked Goods and other related products to various City of Toronto Long-Term Care Homes Division locations, for the period from date of award to September 30, 2015, with an option to renew for additional three (3) separate (1) year periods at the sole discretion of the City and subject to budget approval(s). Should the option be exercised, then the Director of Long-Term Care Homes and Services, or designate, will request the Director of Purchasing and Materials Management to process the renewals under the same terms and conditions.
Recommended Bidder:	Canada Bread Company Limited
Contract Award Value:	<p>\$525,294.38 net of all applicable taxes and charges including additional 25% for miscellaneous \$593,582.65 including all applicable taxes and charges \$534,539.56 net of HST recoveries</p> <p>Contract is expected to start on date of award and end on September 30, 2015.</p> <p>Option year 1 – October 1, 2015 to September 30, 2016 \$270,526.60 net of all applicable taxes and charges including additional 25% for miscellaneous \$305,695.06 including all applicable taxes and charges \$275,287.86 net of HST recoveries</p> <p>Option year 2 – October 1, 2016 to September 30, 2017 \$278,642.40 net of all applicable taxes and charges including additional 25% for miscellaneous \$314,865.91 including all applicable taxes and charges</p>

	<p>\$283,546.51 net of HST recoveries</p> <p>Option year 3 – October 1, 2017 to September 30, 2018 \$287,001.67 net of all applicable taxes and charges including additional 25% for miscellaneous \$324,311.89 including all applicable taxes and charges \$292,052.90 net of HST recoveries</p> <p>The total potential contract award, including all option years, identified in this report is \$1,538,455.51 including all applicable taxes and charges and \$1,361,465.05 net of all applicable taxes and charges. The total potential cost to the City including all option years is \$1,385,426.83 net of HST recoveries.</p>
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Financial Impact:

The total potential contract award, including all option years, identified in this report is \$1,538,455.51 including all applicable taxes and charges. The total potential cost to the City including all option years is \$1,385,426.83 net of HST recoveries.

Funding in the amount of \$66,817.45 is included in the 2013 Approved Operating Budget under cost centre number D3* 032, account number 2741 for Long-Term Care Homes & Services. Funding in the amount of \$267,269.79 has been included in the 2014 Operating Budget Submission and funding in the amount of \$200,452.32 for the remaining period of the contract (January 1, 2015 to September 30, 2015) will be included in the 2015 Operating Budget Submission for Long-Term Care Homes & Services, under cost centre number D3* 032, account number 2741 (Food Costs).

Should the City choose to exercise its option to renew for additional three (3) separate one (1) year periods, then appropriate additional funding, if needed, will be included in the 2015-2018 annual Operating Budget Submissions, under the same cost centre and account number, for Long-Term Care Homes & Services. Funding details are provided in the table below:

Date of Award to December 31, 2013 (net of HST Recoveries)	January 1, 2014 to December 31, 2014 (net of HST Recoveries)	January 1, 2015 to September 30, 2015 (net HST Recoveries)	October 1, 2015 to December 31, 2015 (net HST Recoveries)	January 1, 2016 to December 31, 2016 (net HST Recoveries)	January 1, 2017 to December 31, 2017 (net of HST Recoveries)	January 1, 2018 to September 30, 2018 (net of HST Recoveries)	TOTAL (net HST Recoveries)
\$ 66,817.45	\$267,269.79	\$200,452.32	\$ 68,821.97	\$277,352.52	\$285,673.11	\$219,039.67	\$1,385,426.83

CALL SUMMARY

Ward No:	All	
Call Dates:	Issued: July 9, 2013, Closed: August 1, 2013	
# of Addenda Issued:	Seven (7)	
Number of Bids:	Two (2)	
	Name of Bidder	Bid Price (including HST and additional 25% for miscellaneous)
	1.Canada Bread Company Limited	\$525,294.38
	2.Lanthier Bakery	\$512, 575.00* Non-compliant
Division Contacts	Elena Caruso Manager, Goods and Services Purchasing and Materials Management Telephone: (416) 392-7316 Email: Ecaruso@toronto.ca	Karen Thompson Manager, Food and Dietetic Services Telephone: 416-392-8912 Email: Kthompso@toronto.ca

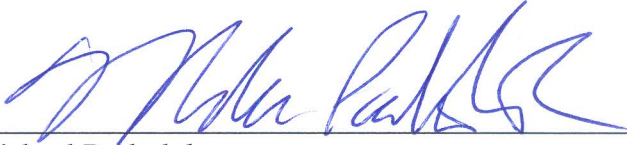
COMMENTS

For the recommended contract award, 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 appropriate Division has reviewed submissions and found the price to be reasonable, within available budget and concurs with the recommendation;
- (c) the total contract value is less than \$20 million dollars (excluding applicable taxes) and the contract term is:
 - i. for a contract funded by the operating budget, 5 years or less including any option years; or
 - ii. for a contract funded by the capital budget, within the projected term of the capital funding for the project as set out in the capital budget,
 being within the authority of the Bid Committee;
- (d) there are no material written objections to the award;
- (e) the call document was advertised on the City's internet website and bids or proposals were opened publicly; and

- (f) 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.



Michael Pacholok
Director, Purchasing and Materials Management Division