

Amendment to Blanket Contract Number 47024246 with Safedesign Apparel Limited for the Supply and Delivery of Station Wear for Toronto Fire Services

Date: June 21 2022

To: Economic and Community Development Committee

From: Fire Chief and General Manager, Toronto Fire Services and Acting Chief
Procurement Officer

Wards: All

SUMMARY

The purpose of this report is to seek authority for the Fire Chief and General Manager, Toronto Fire Services to amend Blanket Contract Number 47024246 issued to Safedesign Apparel Limited, for the supply and delivery of Station Wear for operational requirements, increasing the contract value by \$1,733,832 net of all taxes and charges (\$1,764,347 net of HST recoveries) to a total amount of \$1,952,930 net of all taxes and charges (\$1,987,301 net of HST recoveries); and extend the contract term to May 31, 2023. This amendment is required in order to address Toronto Fire Services operational requirements including 2021 and 2022 outstanding obligations and to ensure the continued supply of Station Wear in the volume and nature required to satisfy these obligations. Station Wear is NFPA-certified protective work apparel that is used by firefighters as part of their personal protective equipment ensemble. The City is obligated to provide Station Wear on an annual basis, to applicable Toronto Fire Services staff, in accordance with the Collective Agreement between the Toronto Professional Fire Fighters' Association, Local 3888 and the City of Toronto.

RECOMMENDATIONS

The Fire Chief and General Manager, Toronto Fire Services and Acting Chief Procurement Officer recommend that:

1. City Council grant authority to the Fire Chief and General Manager, Toronto Fire Services to amend Blanket Contract 47024246 issued to Safedesign Apparel Limited, to increase the maximum contract value by an additional amount of \$1,733,832, net of all taxes (\$1,764,347, net of HST recoveries), for a revised total contract value from \$219,098 and to \$1,952,930, net of all taxes (\$1,987,301, net of HST recoveries); and, to extend the contract term until May 31, 2023.

FINANCIAL IMPACT

The total value of the Blanket Contract Amendment identified in this report is \$1,733,832 net of all taxes and charges (\$1,764,347 net of HST recoveries).

Funding in the amount of \$738,384 net of HST recoveries is included in the 2022 Approved Operating Budget for Toronto Fire Services. Funding in the amount of \$1,025,963 net of HST recoveries for the balance of the contract period will be included in the 2023 Operating Base Budget Submission for Toronto Fire Services. Funding details are summarized in Table 1 below:

Table 1 - Financial Impact Summary of Proposed Contract Amendment

Cost Centre: FR0019 Cost Element: 2665 & 2670	Net of all Taxes	Totaling Including HST	Total Net of HST Recoveries
Contract 47024246 to address immediate operational needs after cancellation of Request for Quotation Number 0102-20-0124 (A)	\$219,098	\$247,581	\$222,954
Proposed Amendment - to address outstanding 2021 operational requirements (B)	\$725,613	\$819,943	\$738,384
Proposed Amendment - to address outstanding 2022 operational requirements (C)	\$758,219	\$856,787	\$771,563
Proposed Amendment - to address 2023 operational requirements (D)	\$250,000	\$282,500	\$254,400
Total Amendment Required (E) (E) = (B) + (C) + (D)	\$1,733,832	\$1,959,230	\$1,764,347
Revised Contract Value (F) (F) = (A) + (E)	\$1,952,930	\$2,206,811	\$1,987,301

The Chief Financial Officer and Treasurer has reviewed this report and agrees with the financial impact information.

DECISION HISTORY

On June 7, 2017, the Community Development and Recreation Committee in accordance with Section 71-11.1.C of the City of Toronto Municipal Code Chapter 71

(Financial Control By-Law) granted authority to amend Blanket Contract Number 47020137 with Safedesign Apparel Limited by an additional amount of \$825,664, net of all taxes (\$840,196, net of HST recoveries), for a revised total contract value from \$1,416,996 and to \$2,242,660, net of all taxes (\$2,282,131) net of HST recoveries <http://app.toronto.ca/tmmis/viewAgendaItemHistory.do?item=2017.CD21.3>

On August 31, 2016, the Bid Committee adopted the recommendations of report BD99.1, Request for Quotation 0101-16-0084 and granted authority to enter into an agreement with Safedesign Apparel Limited for the supply and delivery of station wear for Toronto Fire Services for a total contract value of \$5,928,183, net of all applicable taxes and charges, \$6,032,519, net of HST Recoveries. <http://app.toronto.ca/tmmis/viewAgendaItemHistory.do?item=2016.BD99.1>

COMMENTS

Station Wear is protective work apparel used by firefighters. Station Wear is certified by the National Fire Protection Association (NFPA) 1975 -2014 and NFPA 1975-2014 Flame Resistant. The NFPA certified station wear fabric provides an added layer of protection, improved quality, and extended durability over standard fabric. NFPA certified trousers, and both long and short sleeve shirts, protect firefighting personnel by establishing specific criteria for thermally stable textiles that will not rapidly deteriorate, melt, shrink, or adhere to the wearer's skin. Toronto Fire Services staff are required to wear station wear as their uniform when on duty.

In 2016, the City, entered into Blanket Contract Number 47020137 with Safedesign Apparel Limited ("Safedesign") as a result of Request for Quotation Number 0101-16-0084. This agreement ensured the supply of Station Wear to address Toronto Fire Services' operational needs, with respect to the annual obligation to supply station wear for certain Toronto Fire Services staff, to supply station wear to annual firefighter recruit classes, and to address any emergency replacement of station wear required due to operational concerns.

The provision of uniform Station Wear is a contractual obligation under the Collective Agreement (CA) between the Toronto Professional Fire Fighters' Association, Local 3888 and the City of Toronto.

In 2016, Safedesign Apparel Limited was awarded the original Blanket Contract Number 47020137 as a result of Request for Quotation Number 0101-16-0084 for the supply and delivery for station wear to Toronto Fire Services.

On June 7, 2017, the Community Development and Recreation Committee granted authority to amend Blanket Contract Number 47020137 with Safedesign, by an additional amount of \$825,664, net of all taxes (\$840,196, net of HST recoveries), due to an increased operational requirement arising from the impacts of a Memorandum of Agreement between Toronto Fire Services and Local 3888 addressing a number of outstanding grievances related to Station Wear. Blanket Contract Number 47020137, as amended, consisted of a term of August 31, 2016 to December 31, 2017, with the option to renew for three (3) additional separate one (1) year periods at the sole

discretion of the City and subject to budget approval. All options were exercised and the Blanket Contract Number 47020137, as amended, expired as of December 31, 2020.

On September 3, 2020, the City issued Request for Quotation 0102-20-0124, Ariba Document Number 252665900, for the supply and delivery of Station Wear (Trousers and Shirts) for Toronto Fire Services. However the competitive procurement process experienced delays with completing the sample evaluations as a result of competing COVID-19 priorities. As a result the City entered into a new contract with Safedesign, Contract Number 47023341, for the supply and delivery of Station Wear to address operational needs during the delay period after the expiry of Contract Number 47020137 and the entering into a new agreement arising from Request for Quotation Number 0102-20-0124. During this period Toronto Fire Services primarily focussed on immediate operational requirements respecting Station Wear, such as the supply of Station Wear for the annual firefighter recruit classes and replacements of Station Wear required on an emergency basis. Request for Quotation Number 0102-20-0124 was cancelled on October 7, 2021 due to a change in scope in relation to the technical specifications.

Another "bridging contract" Contract Number 47024246, was entered into on March 31, 2022 to address immediate operational needs while allowing sufficient time for the development of a new competitive procurement solicitation and award of contract. To date, under Contract Number 47024246, Toronto Fire Services has been primarily focussed on addressing immediate operational requirements respecting Station Wear. Contract Number 47024246, was entered into to address immediate operational needs while allowing sufficient time for the development of a new competitive procurement solicitation and award of contract. An amendment history is provided in Attachment 1.

Toronto Fire Services has experienced additional delays associated with issuing a new blanket contract for the supply and delivery of Station Wear for Toronto Fire Services, due to significant demands in response to the COVID-19 pandemic. As a result, the City is now dealing with a backlog in the supply of Station Wear with respect to general obligations concerning the 2021 and 2022 operating years, as well as the continued need to address the supply for Station Wear for immediate or emergency requirements. The proposed amendment to Contract Number 47024246 is required to ensure that City can meet all of the City's obligations concerning the supply of Station Wear moving forward while the development and issuance of a new Request for Proposal is on-going.

A Request for Proposal is currently under development, and is expected to be issued by the end of July 2022. The Request for Proposal will allow Toronto Fire Services to further evaluate the Station Wear during the procurement process. The necessary posting and evaluation periods will then occur, followed by an award recommendation anticipated by the first quarter of 2023. The additional funding related to the increase in the value of the contract is included in the 2022 Toronto Fire Services Operating Budget and additional funds will be requested in the 2023 Toronto Fire Services Operating Budget.

CONTACT

Sabrina Dipietro, Manager, Infrastructure and Development Services, Purchasing Client Services, Purchasing and Materials Management Division, Telephone: 416-397-4809, Email: Sabrina.Dipietro@toronto.ca

Debbie Higgins, Deputy Fire Chief Director, Toronto Fire Services, Telephone: 416-338-9055, Email: Debbie.Higgins@toronto.ca

Therese Chen, Division Chief, Toronto Fire Services, Telephone: 416-338-9190, Email: Therese.Chen@toronto.ca

SIGNATURE

Matthew Pegg,
Fire Chief and General Manager, Toronto Fire Services

Sandra Lisi,
Acting Chief Procurement Officer

ATTACHMENTS

Attachment 1 - Amendment History

Attachment 1 - Amendment History

Cost Centre (group) / Cost Element	Contract Description Number	Contract Value Including HST	Contract Value Net of HST Recoveries
FR0019 & FR0006/ 2670	Contract Number 47020137 arising from Request for Quotation Number.0101-16-0084	\$7,539,034	\$6,789,134
FR0019 & FR006/ 2665 & 2670	Amendment to Contract Number 47020137 to address impact of MOA re Station Wear Grievances	\$933,000	\$840,196
FR0019/ 2665 & 2670	Contract 47023341 for the supply of Station Wear to address immediate requirements arising from delays in Request for Quotation Number 0102-20-0124	\$317,419	\$285,846
FR0019/ 2665 & 2670	Contract 47024246 for the supply of Station Wear to address immediate requirements arising from the cancellation of Request for Quotation Number 0102-20-0124	\$247,581	\$222,954
FR0019/ 2665 & 2670	Proposed Amendment to Contract Number 47024246 for the supply of Station Wear; to address outstanding and ongoing operational requirements and to extend term until May 31, 2023	\$1,959,230	\$1,764,347