



BID AWARD PANEL CONTRACT AWARD

Award of Vendor of Record (VOR) Arrangement #OSS-00514211 to Canada Bread Company Limited for the non-exclusive supply and delivery of Fresh Bread and Buns.

Date: January 31, 2019
To: Bid Award Panel
From: Chief Purchasing Officer
Wards: All

RECOMMENDATIONS

The Chief Purchasing Officer, recommends that the Bid Award Panel grant authority to award the following contract as per the Toronto Municipal Code, Chapter 195-6.6. Procurement of same goods and services as a public body.

Call Number:
Province of Ontario Request for Bid OSS-00514211

Description:
For the supply and delivery of Fresh Bread and Bun Products to various locations within the Shelters, Support & Housing Administration as well as Long-Term Care Homes & Services Divisions. The VOR arrangement covers an assortment of fresh bread and bun products.

The Vendor of Record (VOR) Arrangement # OSS-00514211 for Fresh Bread and Bun products between the Ministry of Government and Consumer Services, Enterprise Procurement Branch, Supply Chain Ontario, Ontario Shared Services, and Canada Bread to supply bakery products for all ministries and approved agencies of Government of Ontario. The initial term of the VOR is for four (4) years with the option to extend the VOR arrangement for up to two (2) additional two (2) year terms under the same terms and conditions. The effective date of the Contract is September 11, 2015 and expires on September 10, 2019

Recommended Bidder:
Canada Bread Company Limited

Contract Award Value: (For Initial Term)

\$164,594 net of all applicable taxes and charges (including 15% miscellaneous)

\$185,991 including HST and all applicable charges

\$167,491 net of HST recoveries

Contract is expected to start on date of award and end on September 10, 2019.

Option Year 1: September 11, 2019 to September 10, 2021

\$542,502 net of all applicable taxes and charges (including 15% miscellaneous)

\$613,027 including all applicable taxes and charges

\$552,050 net of HST recoveries

Option Year 2: September 11, 2021 to September 10, 2023

\$558,777 net of all applicable taxes and charges (including 15% miscellaneous)

\$631,418 including all applicable taxes and charges

\$568,612 net of HST recoveries

The total potential award for all contracts identified in this report, including all option periods is \$1,430,436 including all applicable taxes and charges and \$1,265,873 net of all applicable taxes and charges. The total potential cost to the City, including both option periods is \$1,288,152 net of HST recoveries.

The above calculations for the Optional Periods reflect an estimated 3% increase to budget for price adjustments.

FINANCIAL IMPACT

The total potential award for all contracts identified in this report, including both option periods, is \$1,430,436 including all applicable taxes and charges and \$1,265,873 net of all applicable taxes and charges. The total potential cost to the City is \$1,288,152 net of HST recoveries.

Sufficient base funding is available in the 2019 Recommended Operating Budget for Long-term Care Homes & Services and Shelter, Support & Housing Administration in various cost centre(s) under cost element 2741. Should the City choose to exercise its option(s) to renew for the two (2) additional, separate two (2) year periods, then appropriate additional funding, will be included in the respective 2020-2023 Operating Budget Submissions by all participating Divisions in various cost centre(s) under the respective cost element(s). Funding details are provided in Table 1 to follow:

Table 1: Financial Impact Summary of Recommended Contract

Division	Account	Initial: 2019 (net of HST recoveries)	Optional 2019-2021 (net of HST recoveries)	Optional 2021- 2023 (net of HST recoveries)	Total
Long-Term Care Homes & Services	D3*032/ 2741	\$122,496	\$403,749	\$415,861	\$942,106
Shelter, Support & Housing Administration	F01222,F03522 F03322,F01122 F03222,F03072 F01322/2741	\$44,994	\$148,301	\$152,750	\$346,046
Total Price (net of HST Recoveries)		\$167,491	\$552,050	\$568,612	\$1,288,152

CALL SUMMARY

Call Issued: May 27, 2015

Call Closed: July 20, 2015

Number of Addenda Issued: 4

Number of Bids: 1

DIVISION CONTACTS

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COMMENTS

The City of Toronto is utilizing the Ministry of Government, Consumer Services Contract for the recommended award, as per the Toronto Municipal Code, Chapter 195-6.6. Procurement of same goods and services as a public body, the following requirements have been met

a. The firm recommended for award is the highest scoring Proponent based on the evaluation criteria included in the Call and meeting the requirements of the Call;

b. The resulting contract between the public body and the supplier stipulates that the same goods and/or services be made available to other public bodies which include the City at the same price as provided by the supplier to the initiating public body;

- c. The same goods and/or services will be made available to the City for the same or better price than the price that is to be paid by the public body;
- d. the appropriate Division has reviewed the Ministry of Government, Consumer Services 's submission and found the price to be reasonable, within available budget and concurs with the recommendation;
- e. The supplier is not ineligible, suspended or otherwise in contravention of Chapters 71 - Financial Control and 195 - Purchasing of the City of Toronto Municipal Code.
- f. the total contract value is less than \$20 million dollars (excluding applicable taxes) and the contract term is;

for a Contract funded by the operating budget, five (5) years or less including any option terms.
- g. being within the authority of the Bid Award Panel;
- h. there are no material written objections to the award;
- i. the Call Document was advertised on the Ministry of Government, Consumer Services's internet website as part of the Competitive Call process; and
- j. 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 Call is on the file in the Purchasing & Materials Management Division.

SIGNATURE

Michael Pacholok
Chief Purchasing Officer