



BID AWARD PANEL CONTRACT AWARD

Award of Request of Quotation (RFQ) No. 6038-18-0134 to Municipal Maintenance Inc. for the non-exclusive rental of various grading, excavating and hauling equipment complete with operator(s).

Date: May 9, 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:

Call Number:
RFQ 6038-18-0134

Description:

Non-exclusive rental of grading, excavating, and hauling equipment complete with operator(s), including all fuel, maintenance, insurance, travel time and depreciation to various locations for City of Toronto's Parks, Forestry and Recreation Division for the period of one (1) year with the option to renew the Contract for three (3) additional separate one (1) year periods at the sole discretion of the City of Toronto and subject to budget approval(s).

Recommended Bidder:
Municipal Maintenance Inc.

Contract Award Value:
\$163,750 net of all applicable taxes and charges
\$185,038 including HST and all applicable charges
\$166,632 net of HST recoveries

Contract is expected to start on date of award and on end April 30, 2020.

Option Year 1 (May 1, 2020 – April 30, 2021)
\$168,663 net of all applicable taxes and charges
\$190,589 including HST and all applicable charges
\$171,631 net of HST recoveries

Option Year 2 (May 1, 2021 – April 30, 2022)
\$173,722 net of all applicable taxes and charges
\$196,306 including HST and all applicable charges
\$176,780 net of HST recoveries

Option Year 3 (May 1, 2022 – April 30, 2023)
\$178,934 net of all applicable taxes and charges
\$202,195 including HST and all applicable charges
\$182,083 net of HST recoveries

The total potential contract award including all option years is \$697,126 net of HST recoveries. The total potential contract award, including all option years, is \$774,128 including all applicable taxes and charges, and \$685,069 net of all applicable taxes and charges.

The above cost calculations for the Option Years reflect an estimated annual 3% increase in the Consumer Price Index.

FINANCIAL IMPACT

The total potential contract award identified in this report including all option years is \$774,128 including all applicable taxes and charges and \$685,069 net of all applicable taxes and charges. The total potential cost to the City is \$697,126 net of HST recoveries.

Funding in the amount of \$111,088 net of HST recoveries is included in the 2019 Approved Operating Budget for Parks, Forestry and Recreation. Funding in the amount of \$55,544 net of HST recoveries will be requested in the 2020 Operating Budget Submission for Parks, Forestry and Recreation to complete the initial term.

Should the City choose to exercise its option to renew for three (3) additional and separate one (1) year periods, appropriate funding will be requested in 2020-2023 annual Operating Budget Submissions for the Parks, Forestry and Recreation Division.

Table 1: Financial Impact Summary of Recommended Contract

Division/ Account-WBS Element/Cost Centre	From date of award to Dec. 31, 2019 (net of HST Recoveries)	Jan. 1, 2020 to April 30, 2020 (net of HST Recoveries)	Optional May 1, 2020 to December 31, 2020 (net of HST Recoveries)	Optional January 1, 2021 to April 30, 2021 (net of HST Recoveries)	Optional May 1, 2021 to December 31, 2021 (net of HST Recoveries)	Optional January 1, 2022 to April 30, 2022 (net of HST recoveries)	Optional May 1, 2022 to December 31, 2022 (net of HST recoveries)	Optional Jan. 1, 2023 to April 30, 2023 (net of HST Recoveries)	Total (net of HST Recoveries)
Toronto Parks, Forestry and Recreation PR-PKS (Parks Branch) GL 4520	\$111,088	\$55,544	\$114,421	\$57,216	\$117,853	\$58,921	\$121,389	\$60,694	\$697,126

CALL SUMMARY

Call Issued: December 6, 2018

Call Closed: January 21, 2019

Number of Addenda Issued: none

Number of Bids: Two (2)

Table 2: Summary of Bids Received for 6038-18-0134 including bid price

Bidder Name	Bid Price (including H.S.T.)
Municipal Maintenance Inc.	\$185,038*
Bevcon Construction and Paving Ltd.	\$321,818

*Extended prices were corrected for mathematical errors. Purchasing and Materials Management has verified that the mathematical errors were corrected.

DIVISION CONTACTS

Elena Caruso, Manager, Goods and Services Purchasing and Materials Management Division, 416-392-7316, Elena.Caruso@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:

1. for a contract funded by the operating budget, 5 years or less including any option years; or

2. 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 Award Panel;

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.

SIGNATURE

Michael Pacholok
Chief Purchasing Officer