



BID AWARD PANEL CONTRACT AWARD

Award of Request for Quotation (RFQ) No.3804-19-0025 for Hazmasters Inc. for the supply and delivery of Various Hazmat consumables products, supplies and other related Hazmat specialty for the City of Toronto's Fire Services Divisions

Date: May 16th, 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 No. 3804-19-0025

Description:
For the non-exclusive supply and delivery of Various Hazmat consumables products, supplies and other related Hazmat specialty for the City of Toronto's Fire Services (TFS) as and when required from the date of award for period of one (1) year, with the option to review the contract for four (4) additional separate one (1) year periods

Recommended Bidder:
Hazmasters Inc.

Contract Award Value:
\$513,673 net of all applicable taxes and charges, including 15% miscellaneous
\$580,450 including HST and all applicable charges
\$522,714 net of HST recoveries

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

Option Year 1: May 1, 2020 to April 30, 2021
\$ 529,083 net of all applicable taxes and charges, including 15% miscellaneous
\$ 597,864 including all applicable taxes and charges
\$ 538,395 net of HST recoveries

Option Year 2: May 1, 2021 to April 30, 2022

\$ 544,955 net of all applicable taxes and charges, including 15% miscellaneous

\$ 615,800 including all applicable taxes and charges

\$ 554,547 net of HST recoveries

Option Year 3: May 1, 2022 to April 30, 2023

\$ 561,304 net of all applicable taxes and charges, including 15% miscellaneous

\$ 634,273 including all applicable taxes and charges

\$ 571,183 net of HST recoveries

Option Year 4: May 1, 2023 to April 30, 2024

\$ 578,143 net of all applicable taxes and charges, including 15% miscellaneous

\$ 653,302 including all applicable taxes and charges

\$ 588,319 net of HST recoveries

The total potential Contract Award identified in this report including all option years is \$2,727,158 net of all taxes and \$3,081,689 including all applicable taxes and charges.

The total potential cost to the City, including all option years, is \$2,775,158 net of HST recoveries.

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

FINANCIAL IMPACT

The total potential award value of this contract award identified in this report for all option years is \$3,081,689 including all applicable taxes and charges. The total potential cost to the City is \$2,775,158 net of HST recoveries.

Funding in the amount of \$ 350,390 net of HST recoveries for the period May 1, 2019, to December 31, 2019, is included in the 2019 Approved Operating Budget for Toronto Fire Services. Funding in the amount of \$172,323 net of HST recoveries for the remaining contract period of January 1, 2020 to April 30, 2020 will be included in the 2020 Operating Budget Submission for Toronto Fire Services for consideration as part of the budget review process.

Should the City choose to exercise its option(s) to renew for the four (4) additional, separate one (1) year periods, then appropriate additional funding, if needed, will be included in respective 2020-2024 Operating Budget Submissions for Toronto Fire Services for consideration with the budget review process.

Funding details are provided in Table 1 to follow:

Period	Cost Centre / Cost Element: FR0024/FR0025 2120/2590	Total (net of HST Recoveries)
May 1, 2019 to December 31, 2019	\$ 350,390	
January 1, 2020 to April 30, 2020	\$ 172,323	
Total: Contract Period	\$ 522,714	\$ 522,714
May 1, 2020 to December 31, 2020	\$ 361,896	
January 1, 2021 to April 30, 2021	\$ 176,499	
Total: Option Year 1	\$ 538,395	\$ 538,395
Total: 2020 Budget Year	\$ 534,220	
May 1, 2021 to December 31, 2021	\$ 372,753	
January 1, 2022 to April 30, 2022	\$ 181,794	
Total: Option Year 2	\$ 554,547	\$ 554,547
Total: 2021 Budget Year	\$ 549,252	
May 1, 2022 to December 31, 2022	\$ 383,936	
January 1, 2023 to April 30, 2023	\$ 187,247	
Total: Option Year 3	\$ 571,183	\$ 571,183
Total: 2022 Budget Year	\$ 590,326	
May 1, 2023 to December 31, 2023	\$ 394,368	
January 1, 2024 to April 30, 2024	\$ 193,951	
Total: Option Year 4	\$ 588,319	\$ 588,319
Total: 2023 Budget Year	\$ 960,097	
Total: 2024 Budget Year	\$ 193,951	
Total		\$ 2,775,158

CALL SUMMARY

Call Issued: January 14, 2019

Call Closed: February 12, 2019

Number of Addenda Issued: none

Number of Bids: Two (2)

Table 1: Summary of Bids Received for RFQ No. 3804-19-0025 including bid price

Bidder Name	Bid Price (including H.S.T.) excluding the 15% miscellaneous cost
Hazmasters Inc.	\$ 504,740
Safety International	\$ 638,830

DIVISION CONTACTS

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Arnold Louie, Manager Facilities & Materials Management, Toronto Fire Services Division, 416-338-9071, Arnold.Louie@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 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