



BID AWARD PANEL CONTRACT AWARD

Award of Request for Doc1852322731 Quotation No. 0613-19-0220 to Avron Foods LTD for the Supply and Delivery of Snack Foods for the Afterschool Recreation Care (ARC) Programs

Date: August 1, 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:
Doc1852322731 0613-19-0220

Description:
For the supply and delivery of snack foods to various schools and community centres within the City of Toronto, through the After School Recreation (ARC) Program, as required by the Parks, Forestry & Recreation Division from the date of award to July 31 2020, with the option to renew the contract for additional four (4) separate one (1) year periods at the sole discretion of the City and subject to budget approval(s).

Recommended Bidder
Avron Foods LTD

Contract Award Value:
\$ 382,474 net of all applicable taxes and charges
\$ 432,196 including HST and all applicable charges
\$ 389,206 net of HST recoveries

Contract is expected to start on the date of award and end on July 31, 2020

Option: Year 1
\$ 393,949 net of all applicable taxes and charges
\$ 445,162 including HST and all applicable charges
\$ 400,882 net of HST recoveries

Option: Year 2

\$ 405,767 net of all applicable taxes and charges
 \$ 458,517 including HST and all applicable charges
 \$ 412,909 net of HST recoveries

Option: Year 3

\$ 417,940 net of all applicable taxes and charges
 \$ 472,272 including HST and all applicable charges
 \$ 425,296 net of HST recoveries

Option: Year 4

\$ 430,478 net of all applicable taxes and charges
 \$ 486,441 including HST and all applicable charges
 \$ 438,055 net of HST recoveries

The total potential contract award including all option years is \$2,030,608.00 net of all applicable taxes and charges, and \$2,294,588.00 including HST and all applicable charges. **The total potential cost to the City including all option years is \$2,066,348.00 net of HST recoveries.**

FINANCIAL IMPACT

The total potential contract award identified in this report is \$2,294,588.00 including all applicable taxes and charges. The total potential cost to the City is \$2,066,348.00 net of the HST recoveries.

Funding in the amount of \$162,169.00 is available in the 2019 Approved Operating Budget for Parks, Forestry and Recreation in the account P02062 and cost element 2750. Funding in the amount of \$227,037.00 for January 1, 2020 to July 31, 2020 will be included in the 2020 Operating Budget Submission for Parks, Forestry and Recreation.

Should the City chose to exercise its options to renew for an additional four (4) separate one (1) year periods, the appropriate additional funding if needed will be included in the 2020-2024 annual Operating Budget Submission(s) for the Parks, Forestry and Recreation. The funding details are as follows:

Table 1: Financial Impact Summary of Recommended Contract

| Period | Cost Centre P02062 Cost Element: 2750 | Total (net of HST Recoveries) |
|------------------------------------|--|-------------------------------------|
| Date of award to December 31, 2019 | \$162,169 | |
| January 1, 2020 to July 31, 2020 | \$227,037 | |
| Total: Contract Period | \$389,206 | \$389,206 |

| | | |
|-------------------------------------|-----------|-------------|
| August 1, 2020 to December 31, 2020 | \$167,034 | |
| January 1, 2021 to July 31, 2021 | \$233,848 | |
| Total: Option Year 1 | \$400,882 | \$400,882 |
| Total: 2020 Budget | \$394,071 | |
| | | |
| August 1, 2021 to December 31, 2021 | \$172,045 | |
| January 1, 2022 to July 31, 2022 | \$240,864 | |
| Total: Option Year 2 | \$412,909 | \$412,909 |
| Total: 2021 Budget | \$405,893 | |
| | | |
| August 1, 2022 to December 31, 2022 | \$177,207 | |
| January 1, 2023 to July 31, 2023 | \$248,089 | |
| Total: Option Year 3 | \$425,296 | \$425,296 |
| Total: 2022 Budget | \$418,071 | |
| | | |
| August 1, 2023 to December 31, 2023 | \$182,523 | |
| January 1, 2024 to July 31, 2024 | \$255,532 | |
| Total: Option Year 4 | \$438,055 | \$438,055 |
| Total: 2023 Budget | \$430,612 | |
| Total | | \$2,066,348 |

CALL SUMMARY

Call Issued: July 4 2019 **Call Closed:** July 19 2019

Number of Addenda Issued: None

Number of Bids: 3

Table 2: Summary of Bids Received for RFQ Doc1852322731 including bid price

| [Bidder or Proponent Name] | Bid Price (excluding H.S.T.) |
|----------------------------|------------------------------|
| Avron Foods LTD | \$382,474.43 |
| Grocery Gateway by Longo's | \$398,397.99 |
| FoodReach | \$589,272.65 |

DIVISION CONTACTS

Christopher Coombes, Community Recreation Supervisor
Telephone: 416-395-6041 Email: Christopher.Coombes@toronto.ca

Pam Blanchfield, Community Recreation Manager
Telephone: 416-392-1770 Email: Pam.Blanchfield@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

Award of RFQ Doc1852322731