



BID AWARD PANEL CONTRACT AWARD

Award for Request for Quotation No. 0801-19-7009 to CBRE Limited and Angus Consulting Management Limited for Preventive Maintenance Program

Date: August 15, 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 Number 0801-19-7009

Description:
Quotations are invited for the non-exclusive service delivery of equipment inventory, equipment tagging & Preventive Maintenance (PM) Development for the City of Toronto's various Divisions for a period of eight (8) months.

Recommended Bidder:
CBRE Limited for Lot 1 Toronto, East York, York
Angus Consulting Management Limited (ACML) for Lot 2 Etobicoke, Scarborough, North York, Richmond Hill

Contract Award Value:
CBRE Limited for Lot 1 Toronto, East York, York
\$603,750 net of all applicable taxes and charges
\$682,238 including HST and all applicable charges
\$614,376 net of HST recoveries

The contract is expected to start from date of award for a period of eight (8) months

Contract Award Value:

Angus Consulting Management Limited (ACML) for Lot 2
\$612,803 net of all applicable taxes and charges
\$692,467 including HST and all applicable charges
\$623,588 net of HST recoveries

The contract is expected to start from date of award for a period of eight (8) months

The total potential award identified in this report for both awards is \$1,216,553 net of all applicable taxes and charges; \$1,374,705 including all applicable taxes & charges. **The total potential cost to the City for both awards is \$1,237,964 net of HST recoveries.**

FINANCIAL IMPACT

The total contract award identified in this report is \$1,374,705 including all applicable taxes and charges. The cost to the City is \$1,237,964 net of HST recoveries.

Funding is available in the 2019 Approved Capital Budget and 2020-2028 Approved Capital Plan for Facilities, Real Estate, Environment & Energy Division under CCA247-27 "Various SOGR Work on Mechanical & Electrical 2019". Additional details are provided in Table 1 below.

Table 1: Financial Impact Summary of Recommended Contract

Bidder Name	2019 (From date of award to Dec 31)	2020 (Jan 1 - April 30)	Total
WBS/Cost Element: CCA247-27 - C/E 4420			
Lot 1 - CBRE	\$333,900	\$280,476	\$614,376
Lot 2 - ACML	\$338,907	\$284,682	\$623,588
Grand Total (net of HST Recovery)	\$672,807	\$565,158	\$1,237,964

CALL SUMMARY

Call Issued: February 27, 2019

Call Closed: April 16th, 2019

Number of Addenda Issued: Two [2]

Number of Bids: Two [2]

Table 2: Summary of Bids Received for RFQ No. 0801-19-7009, including Bid price

Bidder Name	Evaluated Bid Price (including HST)
Lot 1	
CBRE	\$593,250.00
ACML	\$748,423.69
Lot 2	
CBRE	\$480,250.00
ACML	\$602,144.81

** Contingency amount 15% of the base bid has been added to the award section:

Contingency \$78,750 (15% of \$525,000 for Lot 1) - \$89,987.50 including HST

Contingency \$79,931 (15% of \$532,872 for Lot 2) - \$90,322 including HST

**As per Section 6.4 of RFQ document, Lot 1 and Lot 2 in Appendix "C" will be evaluated and awarded separately to two (2) separate Vendors as follows:

1) Vendor A will be awarded as the Contractor for services under Lot 1 as described under Price Schedule

2) Vendor B will be awarded as the Contractor for services under Lot 2 as described under Price Schedule.

The Contract award will be based on the combined overall lowest cost to the City. Lot 1 and Lot 2 will not be awarded to the same Vendor.

DIVISION CONTACTS

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Ashley Farias, Manager, Business Process Solutions, Corporate Services 416-397-5635, Ashley.Farias@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 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. 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