



BID AWARD PANEL CONTRACT AWARD

Award of Request for Quotation No. 3601-19-0023 to Weston Forest for the Supply and Delivery of Various Lumber Items to various locations for various City of Toronto Divisions and City Agencies

Date: September 26, 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:
Request for Quotation No. 3601-19-0023

Description:
For the Supply and Delivery of Various Lumber Items, for a period of one (1) year from Date of Award to September 30, 2020 with the option to renew the contract for four (4) additional and separate one (1) year periods.

Should the option(s) to renew be exercised, then the General Manager of Parks, Forestry & Recreation will request the Chief Purchasing Officer to process the renewals under the same terms and conditions.

Recommended Bidders:
Weston Forest

Contract Award Value:
\$674,672 net of all applicable taxes and charges (including 10% for misc items)
\$762,379 including HST and all applicable charges
\$686,546 net of HST recoveries

Contract is expected to start on Date of Award and end on September 30, 2020.

Option Year 1 - From October 1, 2020 – September 30, 2021
\$694,905 net of all applicable taxes and charges (including 10% for misc items)
\$785,243 including HST and all applicable charges
\$707,135 net of HST recoveries

Option Year 2 - From October 1, 2021 to September 30, 2022
\$715,752 net of all applicable taxes and charges (including 10% for misc items)
\$808,800 including HST and all applicable charges
\$728,349 net of HST recoveries

Option Year 3 - From October 1, 2022 to September 30, 2023
\$737,225 net of all applicable taxes and charges (including 10% for misc items)
\$833,064 including HST and all applicable charges
\$750,200 net of HST recoveries

Option Year 4 - From October 1, 2023 to September 30, 2024
\$759,341 net of all applicable taxes and charges (including 10% for misc items)
\$858,055 including HST and all applicable charges
\$772,705 net of HST recoveries

The total potential contract award including all option years is \$3,644,935 net of HST recoveries, \$3,581,894 net of all applicable taxes and charges and \$4,047,540 including all applicable taxes and charges.

The above cost calculations for the Option Period reflects an estimated annual 3% increase as per the Consumer Price Index (CPI).

FINANCIAL IMPACT

The total potential contract award including all option years is \$3,644,935 net of HST recoveries, \$3,581,894 net of all applicable taxes and charges and \$4,047,540 including all applicable taxes and charges.

Funding is available in the 2019 Approved Capital & Operating Budgets of Parks, Forestry & Recreation, Toronto Water, Solid Waste Management Services, Fire Services and Purchasing & Materials Management Division. Additional funding will be included in their 2020 Capital & Operating Budget Submissions, where noted in Table 1.

Should the City choose to exercise its option(s) to renew for an additional four (4) separate one (1) year periods, then appropriate additional funding, if needed, will be included in the 2020-2024 annual Capital & Operating Budget submissions for each participant division.

Funding details are provided in Table 1.

Table 1: Financial Impact Summary of Recommended Contract

Parks, Forestry & Recreation Division Cost Centre: PK-PKS-(Various Parks), CPR 117-49-01, CPR 117-49-02, CPR 117-49-03, CPR 117-49-04, CPR 117-49-05 Cost Element: 2531	Net of HST recoveries
From October 1, 2019 to December 31, 2019	\$93,196
From January 1, 2020 to September 30, 2020	\$279,587
Option Year One - From October 1, 2020 to September 30, 2021	\$383,966
Option Year Two - From October 1, 2021 to September 30, 2022	\$395,485
Option Year Three - From October 1, 2022 to September 30, 2023	\$407,349
Option Year Four - From October 1, 2023 to September 30, 2024	\$419,570
Total Award from October 1, 2019 to September 30, 2024	\$1,979,152

Toronto Water Division Cost Centre: TW4022, TW2030 Cost Element: 2530, 2531	Net of HST recoveries
From October 1, 2019 to December 31, 2019	\$39,110
From January 1, 2020 to September 30, 2020	\$117,329
Option Year One - From October 1, 2020 to September 30, 2021	\$161,132
Option Year Two - From October 1, 2021 to September 30, 2022	\$165,966
Option Year Three - From October 1, 2022 to September 30, 2023	\$170,946
Option Year Four - From October 1, 2023 to September 30, 2024	\$176,073
Total Award from October 1, 2019 to September 23, 2024	\$830,556

Solid Waste Division Cost Centre: SW0852, SW0854, SW0855, SW0856, Cost Element: 2530	Net of HST recoveries
From October 1, 2019 to December 31, 2019	\$3,422
From January 1, 2020 to September 30, 2020	\$10,265
Option Year One - From October 1, 2020 to September 30, 2021	\$14,097

Solid Waste Division Cost Centre: SW0852, SW0854, SW0855, SW0856, Cost Element: 2530	Net of HST recoveries
Option Year Two - From October 1, 2021 to September 30, 2022	\$14,520
Option Year Three - From October 1, 2022 to September 30, 2023	\$14,956
Option Year Four - From October 1, 2023 to September 30, 2024	\$15,404
Total Award from October 1, 2019 to September 30, 2024	\$72,664

Toronto Fire Services Division Cost Centre: FR0027, C/E 2531, 2590 Cost Centre: FR0046 C/E 2590	Net of HST recoveries
From October 1, 2019 to December 31, 2019	\$29,549
From January 1, 2020 to September 30, 2020	\$88,648
Option Year One - From October 1, 2020 to September 30, 2021	\$121,744
Option Year Two - From October 1, 2021 to September 30, 2022	\$125,396
Option Year Three - From October 1, 2022 to September 30, 2023	\$129,158
Option Year Four - From October 1, 2023 to September 30, 2024	\$133,032
Total Award from October 1, 2019 to September 30, 2024	\$627,527

Purchasing & Materials Management Division Cost Centre: 160004, 160026, 160049, 160067, 160068, 160082, 160083, 160085, 160171	Net of HST recoveries
From October 1, 2019 to December 31, 2019	\$6,359
From January 1, 2020 to September 30, 2020	\$19,076
Option Year One - From October 1, 2020 to September 30, 2021	\$26,197
Option Year Two - From October 1, 2021 to September 30, 2022	\$26,983
Option Year Three - From October 1, 2022 to September 30, 2023	\$27,792
Option Year Four - From October 1, 2023 to September 30, 2024	\$28,626
Total Award from October 1, 2019 to September 30, 2024	\$135,033

CALL SUMMARY

Call Issued: June 27, 2019

Call Closed: August 2, 2019

Number of Addenda Issued: Four (4)

Number of Bids: Two (2)

Table 2: Summary of Bids Received for Contract No. 3601-19-0023 including bid price:

Bidder	Evaluated Bid Price*(excluding H.S.T.)
Weston Forest	\$793,510.00**
Hanford Lumber	\$883,721.97**

*The Evaluated Bid Price for each Bidder includes the bid values of the participating agencies (i.e.: Toronto Transit Commission) and are excluded from the Contract Award Value as referenced above.

**Evaluated Bid Price reflects revised quantities which were adjusted after RFQ closing date.

DIVISION CONTACTS

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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. 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