



BID AWARD PANEL CONTRACT AWARD

Award of Request for Quotation Doc1880462235 to Municipal Maintenance Inc., for Mechanical Leaf Collection Services for Etobicoke York District, Transportation Services Division.

Date: September 26, 2019
To: Bid Award Panel
From: Chief Purchasing Officer
Wards: Wards 1, 2, 3, 5 & 7

RECOMMENDATIONS

The Chief Purchasing Officer recommends that the Bid Award Panel grant authority to award the following contract:

Call Number:
Request for Quotation Doc1880462235

Description:
For the non-exclusive supply of all labour, equipment and materials necessary to provide Mechanical Leaf Collection for the City of Toronto's Etobicoke York District, Transportation Services Division for a period of 4 weeks, between November 1, 2019 and December 15, 2019 with the option to renew the Contract for three (3) additional separate Leaf Collection Seasons in 2020, 2021 and 2022.

Should the option(s) be exercised, then the General Manager of Transportation Services will request the Chief Purchasing Officer to process the renewals under the same terms and conditions.

Recommended Bidder:
Municipal Maintenance Inc.

Contract Award Value:
\$1,547,900 net of all applicable taxes and charges
\$1,749,127 including HST and all applicable charges
\$1,575,143 net of HST recoveries

Contract is expected to start on the date of award and end on December 31, 2019.

Option Year 1: January 1, 2020 to December 31, 2020
\$1,594,337 net of all applicable taxes and charges

\$1,801,601 including HST and all applicable charges
\$1,622,397 net of HST recoveries

Option Year 2: January 1, 2021 to December 31, 2021
\$1,642,167 net of all applicable taxes and charges
\$1,855,649 including HST and all applicable charges
\$1,671,069 net of HST recoveries

Option Year 3: January 1, 2022 to December 31, 2022
\$1,691,432 net of all applicable taxes and charges
\$1,911,318 including HST and all applicable charges
\$1,721,201 net of HST recoveries

The total potential award identified in this report including all option years is \$6,475,836 net of all applicable taxes and charges, \$7,317,695 including all applicable taxes and charges. **The total potential cost to the City including all option years is \$6,589,810 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 contract award identified in this report including all option years is \$7,317,695 of all applicable taxes and charges. The total potential cost to the City is \$6,589,810 net of HST recoveries

Funding is available in the 2019 Approved Operating Budget for Transportation Services Division.

Should the option periods be exercised, additional funding requirements will be included in the 2020-2022 Operating Budget Submissions for Transportation Services. Additional funding details follow in Table 1.

Table 1: Financial Impact Summary of Recommended Contract (net of HST Recoveries)

Division/Cost Centre/ Account	Date of Award To December 31, 2019 (net of HST recoveries)	Option Year 1 January 1, 2020 to December 31, 2020 (net of HST recoveries)	Option Year 2 January 1, 2021 to December 31, 2021 (net of HST recoveries)	Option Year 3 January 1, 2022 to December 31, 2022 (net of HST recoveries)	Grand Total (net of HST recoveries)
Transportation Services/TP0159/ 2710200000	\$353,429				\$353,429

Division/Cost Centre/ Account	Date of Award To December 31, 2019 (net of HST recoveries)	Option Year 1 January 1, 2020 to December 31, 2020 (net of HST recoveries)	Option Year 2 January 1, 2021 to December 31, 2021 (net of HST recoveries)	Option Year 3 January 1, 2022 to December 31, 2022 (net of HST recoveries)	Grand Total (net of HST recoveries)
Transportation Services/TP0299/ 2710200000	\$1,221,714	1,622,397	1,671,069	1,721,201	6,236,381
Grand Total	\$1,575,143	1,622,397	1,671,069	1,721,201	\$6,589,810

The Engineering Estimate for this project is \$1,198,160 net of all applicable taxes and charges.

CALL SUMMARY

Call Issued: Issued: July 25, 2019 **Call Closed:** September 4, 2019
Number of Addenda Issued: Two (2)
Number of Bids: Two (2)

Table 2: Summary of Bids Received for RFQ DOC1880462235

Bidder Name	Evaluated Bid Price (including H.S.T.)
Municipal Maintenance Inc.	\$ 1,728,137 (incl. 1.2% prompt payment)
Rafat General Contractor Inc.	\$ 3,619,390

DIVISION CONTACTS

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

Carly Hinks, Manager, Road Operations, Transportation Services, 416-392-7437, Carly.Hinks@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 Committee;

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