BID AWARD PANEL
CONTRACT AWARD

Award of Ariba Doc No. 2232338662 to Tacel Ltd for the non-exclusive supply and delivery of Traffic Control Cabinet for Purchasing and Materials Management Division (Stores)

Date: July 29, 2020
To: Bid Award Panel
From: Chief Procurement Officer
Wards: All

RECOMMENDATIONS

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

Solicitation Number:
Ariba Doc No. 2232338662

Description:
Ariba Doc No. 2232338662 (RFQ # 1212-20-0103) for the non-exclusive supply and delivery of Traffic Control Cabinet to various Purchasing and Materials Management (Stores) locations from the date of award to July 31, 2021, with the option to renew the Contract for three (3) additional one (1) year period, all in accordance with the provisions and specifications contained in this Request for Quotation (RFQ).

Should the option(s) be exercised, then the Manager of Materials Management and Stores will request the Chief Procurement Officer of Purchasing and Materials Management to process the renewals under the same terms and conditions.

Recommended Supplier:
Tacel Ltd.

Contract Award Value:
$1,286,838 net of all applicable taxes and charges (including 25% for miscellaneous items)
$1,454,126 including HST and all applicable charges
$1,309,485 net of HST recoveries

Contract is expected to start on date of award and end on July 31, 2021

Option Year 1 (August 1, 2021 to July 31, 2022)
$1,325,443 net of all applicable taxes and charges
$1,497,750 including all applicable taxes and charges
$1,348,769 net of HST recoveries

Option Year 2 (August 1, 2022 to July 31, 2023)
$1,365,206 net of all applicable taxes and charges
$1,542,683 including all applicable taxes and charges
$1,389,232 net of HST recoveries

Option Year 3 (August 1, 2023 to July 31, 2024)
$1,406,162 net of all applicable taxes and charges
$1,588,963 including all applicable taxes and charges
$1,430,909 net of HST recoveries

The total potential contract award including all option years is $5,478,395 net of HST recoveries, $6,083,522 including all applicable taxes and charges and $5,383,648 net of all applicable taxes and charges.

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 the option year is $6,083,522 including all applicable taxes and charges. The total potential cost to the City including the option years is $5,478,395 net of HST recoveries.

The materials on this contract will be purchased for PMMD Stores inventory purposes. The material value will be held in inventory holding Balance Sheet accounts (160004, 160026, 160049, 160067, 160068, 160082, 160083, 160085,160171) until City Divisions require the material to support their work programs at which time the material value is charged to the appropriate Divisions' approved operating budgets.

Funding from the date of award to Dec 31, 2020 is available in Transportation Services 2020 Approved Operating Budget and should the option years be exercised, if required, appropriate additional funding, will be requested in its 2020-2024 Operating Budget Submissions. The details are as follows:

Table 1: Financial Impact Summary of Recommended Contract

Balance Sheet Account	Date of Award – December 31, 2020	January 1, 2021 – July 31, 2021	Option Year 1: August 1, 2021 to July 31, 2022	Option Year 2: August 1, 2022 to July 31, 2023	Option Year 3: August 1, 2023 to July 31, 2024	Total (net of HST Recoveries)
	$545,619	$763,866	$1,348,769	$1,389,232	$1,430,909	$5,478,395

SOLICITATION SUMMARY

Call Issued: April 16, 2020 **Call Closed:** June 5, 2020
Number of Addenda Issued: 3
Number of Bids: 3

Table 2: Summary of Bids Received for Ariba Doc No. 2232338662 (net of all taxes and charges)

Bidder Name	Bid Price (including 25% Miscellaneous Line)
Tacel Ltd.	$1,222,495.63 (incl. 5% prompt pmt)
Peek Traffic (DBA Oriux)	$1,417,812.50
Innovative Traffic Solutions Inc.	$2,305,225.00

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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 or to the highest scoring proponent based on the evaluation criteria included in the solicitation 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
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> 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 solicitation 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 solicitations are on the file in the Purchasing and Materials Management Division.

SIGNATURE

Michael Pacholok
Chief Procurement Officer