



BID AWARD PANEL CONTRACT AWARD

Award of Ariba Doc No. 2595130270 to Met-Scan Canada Limited for the Non-Exclusive Supply, Delivery, Corrective Maintenance, and Warranty of Access Control, Intercom, and Video Surveillance Equipment for Corporate Real Estate Management

Date: October 22, 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:

Request for Quotations (RFQ) No. Doc2595130270

Description:

For the non-exclusive supply, delivery, corrective maintenance, and warranty of access control, intercom, and video surveillance equipment, as and when required for the City of Toronto's Corporate Security Division and Union Station, with a base term of two (2) years, with three (3) separate option year periods.

Should the option(s) be exercised, then the Executive Director, Corporate Real Estate Management will request the Chief Procurement Officer to process the renewals under the same terms and conditions.

Recommended Supplier:

Met-Scan Canada Limited

Contract Award Value:

Contract Year 1 - November 8, 2020 - November 7, 2021

\$1,909,408 net of all applicable taxes and charges

\$2,157,631 including all applicable taxes and charges

\$1,943,014 net of HST recoveries

Contract Year 2- November 8, 2021 - November 7, 2022
\$1,909,408 net of all applicable taxes and charges
\$2,157,631 including all applicable taxes and charges
\$1,943,014 net of HST recoveries

Option Year 1 - November 8, 2022 - November 7, 2023
\$1,966,690 net of all applicable taxes and charges
\$2,222,360 including all applicable taxes and charges
\$2,001,304 net of HST recoveries

Option Year 2 - November 8, 2023 - November 7, 2024
\$2,025,691 net of all applicable taxes and charges
\$2,289,031 including all applicable taxes and charges
\$2,061,343 net of HST recoveries

Option Year 3 - November 8, 2024 - November 7, 2025
\$2,086,462 net of all applicable taxes and charges
\$2,357,702 including all applicable taxes and charges
\$2,123,184 net of HST recoveries

The total potential cost including all optional year is \$10,071,859 net of HST recoveries. The total potential award, including all option years \$9,897,660 net of all applicable taxes and charges and \$11,184,356 including all applicable taxes and charges.

The above cost calculations for the option years reflect an estimated 3% increase in the consumer price index (CPI) for the labour cost.

FINANCIAL IMPACT

The total potential contract award identified in this report is \$11,184,356 including all applicable taxes and charges and \$9,897,660 net of all applicable taxes and charges. The potential cost to the City, including all option years, is \$10,071,859 net of HST recoveries.

Funding is available in the 2020 Approved Operating Budget for Corporate Real Estate Management. Additional funding will be included in the 2021 Operating Budget Submission for Corporate Real Estate Management.

Should the City choose to exercise the option to renew for three (3) additional one (1) year terms, then appropriate additional funding will be included in the 2022-2025 Operating Budget Submissions for Corporate Real Estate Management. Additional funding details follow in Table 1.

Table 1: Financial Impact Summary of Recommended Contract

Account	Date of Award to Dec. 31, 2020 Net of HST Recoveries	Jan. 1, 2021 to Dec. 31, 2021 Net of HST Recoveries	Jan. 1, 2022 to Nov. 7, 2020 Net of HST Recoveries	Option Year 1 (Nov. 8, 2022 to Nov. 7, 2023) Net of HST Recoveries	Option Year 2 (Nov. 8, 2023 to Nov. 7, 2024) Net of HST Recoveries	Option Year 3 (Nov. 8, 2024 to Nov. 7, 2025) Net of HST Recoveries
FA100-80 CE 4435	\$323,836	\$1,943,014	\$1,619,178	\$2,001,304	\$2,061,343	\$2,123,184
Total		\$10,071,859				

SOLICITATION SUMMARY

Solicitation Issued: September 4, 2020

Solicitation Closed: October 5, 2020

Number of Addenda Issued: One (1)

Number of Bids: 4

Table 2: Summary of Bids Received for Ariba Doc2595130270, including bid price

Supplier Name	Bid Price (including H.S.T.)
Met-Scan Canada Limited	\$2,157,631.23
Delco Automation Limited*	\$2,964,726.16
Johnson Controls Canada LP	\$4,818,224.20
Ubitron Co. Limited**	Non-Compliant

* Supplier was found non-compliant with mandatory requirements.

**Supplier was found non-compliant as having not submitted pricing.

DIVISION CONTACTS

Allison Phillips, Manager, Professional Services, Purchasing & Materials Management,
647-882-9803, allison.phillips@toronto.ca

Andrew Robinson, Manager, Corporate Security, 416-338-1324,
andrew.robinson@toronto.ca

COMMENTS

For the recommended contract award, the following requirements have been met:

a. The firm recommended for award is the lowest Supplier meeting specifications or to the highest scoring Supplier based on the evaluation criteria included in the Solicitation and meeting the requirements of the solicitation;

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 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