



BID AWARD PANEL CONTRACT AWARD

Award of Ariba Doc No. 2443812270 to Turf Care Products Canada Limited for supply and delivery of all labour, materials, and equipment necessary for Toro products, for the City of Toronto Parks Forestry & Recreation Division.

Date: October 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:

Request for Quotations (RFQ) Ariba Doc No.2443812270

Description:

For the non-exclusive supply and delivery of all labour, equipment and material necessary to provide for Toro Products, as required by the Parks, Forestry and Recreation Division from the date of award to September 30, 2021, with the option to renew the Contract for four (4) 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 Director, Parks, Forestry and Recreation will request the Chief Procurement Officer to process the renewals under the same terms and conditions.

Recommended Supplier:

Turf Care Products Canada Limited

Contract Award Value:

\$ 586,073 net of all applicable taxes and charges (including 10% for miscellaneous items)

\$ 662,263 including HST and all applicable charges

\$ 596,388 net of HST recoveries

Contract is expected to start on the date of award and end on September 30, 2021

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Option Year 1 (October 1, 2021 to September 30, 2022)
\$ 603,655 net of all applicable taxes and charges
\$ 682,131 including HST and all applicable charges
\$ 614,280 net of HST recoveries

Option Year 2 (October 1, 2022 to September 30, 2023)
\$ 621,765 net of all applicable taxes and charges
\$ 702,595 including HST and all applicable charges
\$ 632,709 net of HST recoveries

Option Year 3 (October 1, 2023 to September 30, 2024)
\$ 640,418 net of all applicable taxes and charges
\$ 723,673 including HST and all applicable charges
\$ 651,690 net of HST recoveries

Option Year 4 (October 1, 2024 to September 30, 2025)
\$ 659,630 net of all applicable taxes and charges
\$ 745,382 including HST and all applicable charges
\$ 671,240 net of HST recoveries

The total potential contract award including all option years is \$3,166,307 net of HST recoveries, \$3,516,044 including all applicable taxes and charges and \$3,111,541 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 is \$3,516,044 including all applicable taxes and charges. The total potential cost to the City is \$3,166,307 net of HST recoveries.

Funding from the date of award to September 30, 2021 is available in the appropriate Parks, Forestry and Recreation Division's 2020 and 2021 Approved Operating Budgets and should all the option years be exercised, appropriate additional funding will be requested in their 2021-2025 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 – September 30, 2020	Option Year 1: October 1, 2021 to September 30, 2022	Option Year 2: October 1, 2021 to September 30, 2022	Option Year 3: October 1, 2021 to September 30, 2022	Option Year 4: October 1, 2021 to September 30, 2022	Total (net of HST Recoveries)
PR010-11 Parks Maintenance(2120)	\$149,097	\$447,291	\$614,280	\$632,709	\$651,690	\$671,240	\$3,166,307

SOLICITATION SUMMARY

Solicitation Issued: July 10 2020

Solicitation Closed: August 12, 2020

Number of Addenda Issued: Two (2)

Number of Bids: One (1)

Table 2: Summary of Bids Received for Ariba Doc No. 2443812270 including bid price

Supplier Name	Bid Price (Including HST)
Turf Care Products Canada Limited	\$ 662,261.82*

* Includes a 10% Miscellaneous Line

DIVISION CONTACTS

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

Gianluca Di Cintio, General Supervisor, Parks Technical Services
416-395-7980, Gianluca.DiCintio@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 proponent 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

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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 calls are on the file in the Purchasing and Materials Management Division.

SIGNATURE

Michael Pacholok
Chief Procurement Officer