



BID AWARD PANEL CONTRACT AWARD

Award of Ariba Doc. No. 2647034315 to Lifelabs LP for the On-Site Mobile Laboratory Services for the City of Toronto's Seniors Services and Long-Term Care Division

Date: November 23, 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 Proposal (RFP) No. DOC2647034315 (9116-20-7127)

Description:

RFP No. 9116-20-7127, for the provision of On-Site Mobile Laboratory Services for the City of Toronto's Seniors Services and Long-Term Care locations.

Initial award shall be from date of award to November 30, 2023 with the option to renew the contract for two (2) additional separate one (1) year periods.

Should the option period(s) be exercised then the General Manager of Seniors Services and Long-Term Care will request the Chief Procurement Officer to process the renewals under the same terms and conditions.

Recommended Supplier:

Lifelabs LP

Contract Award Value:

From date of award to November 30, 2023

\$637,890 net of all applicable taxes and charges (including 10% of contingency)

\$720,816 including HST and all applicable charges

\$649,117 net of HST recoveries

Option Period 1 - December 1, 2024 to November 30, 2024

\$219,009 net of all applicable taxes and charges (including 10% of contingency)

\$247,480 including HST and all applicable charges

\$222,863 net of HST recoveries

Option Period 2 - December 1, 2025 to November 30, 2025

\$225,579 net of all applicable taxes and charges (including 10% of contingency)

\$254,904 including HST and all applicable charges

\$229,549 net of HST recoveries

The total potential cost to the City including all option periods is \$1,101,530 net of HST recoveries, \$1,223,200 including all applicable taxes and charges and \$1,082,478 net of all applicable taxes and charges.

Contract is expected to start from the date of award and end on November 30, 2023 with the option to renew the Contract for two (2) additional and separate one (1) year periods.

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

FINANCIAL IMPACT

The total contract award identified in this report is \$1,223,200 including all applicable taxes and charges. The potential cost to the City, including all option period(s) is \$1,101,530 net of HST recoveries.

Funding is available in the 2020 Approved Operating Budget for Seniors Services and Long-Term Care Division. Additional funding for the balance of the contract period (January 1, 2021 to November 30, 2023) will be included in the 2021-2023 Operating Budget Submissions for Seniors Services and Long-Term Care.

Should the City choose to exercise its option(s) to renew for an additional two (2) separate one (1) year periods, then appropriate additional funding, if needed, will be requested in the 2024-2025 Operating Budget Submissions for Seniors Services and Long-Term Care. Funding details are summarized in Table 1 as follows:

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

Cost Centre / WBS Element Description	Period(s)	Total (net of HST Recoveries)
D3*170 GL 4124	Date of Award to December 31, 2020	\$18,031
	January 1, 2021 to December 31, 2021	\$216,372
	January 1, 2022 to December 31, 2022	\$216,372
	January 1, 2023 to November 30, 2023	\$198,341
	Option Period 1: December 1, 2023 to November 30, 2024	\$222,863
	Option Period 2: December 1, 2024 to November 30, 2025	\$229,549
	Total (Net of HST Recoveries)	\$1,101,530

SOLICITATION SUMMARY

Call Issued: October 6, 2020

Call Closed: November 3, 2020

Number of Addenda Issued: None

Number of Bids: One (1)

Table 2: Summary of Proposals Received for Ariba Doc. No. 2647034315

Supplier Name*
Lifelabs LP

* Pursuant to the RFP document the contract award value includes contingency

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 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