



BID AWARD PANEL CONTRACT AWARD

Award of Toronto Police Service Solicitation RFQ No. 1387589-20 for Supply and Delivery of Uniform Clothing for City of Toronto Fire Services.

Date: January 28, 2021
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 as per the Toronto Municipal Code, Chapter 195-6.5. Co-Operative Purchasing.

Solicitation Number:

Toronto Police Service Solicitation RFQ No. 1387589-20

Description:

To obtain supply and delivery of Uniform Clothing for the Toronto Police Service and Police Cooperative Purchasing Group (PCPG) and Cooperative Purchasing Group (CPG) members, including Toronto Fire Services (TFS), on an as and when required basis from the date of Award for an initial two (2) year term, with the option to renew the Contract for three (3) additional separate one (1) year terms. TFS participated in this RFQ by providing estimates for the following Parts in the Price Form: Part A, D, E, F, and G. Authority to participate in this Request for Quotation is outlined in By-Law: Toronto Municipal Code Chapter 195-6.5. Co-operative purchasing.

Recommended Supplier:

The Uniform Group

Contract Award Value:

\$303,488 net of all applicable taxes and charges (including 20% contingency)

\$342,941 including HST and all applicable charges

\$308,829 net of HST recoveries

Contract is expected to start on Date of Award and end on November 30, 2022.

Option Year 1 (December 1, 2022 to November 30, 2023) (including 20% contingency)

\$312,592 net of all applicable taxes and charges

\$353,229 including all applicable taxes and charges

\$318,094 net of HST recoveries

Option Year 2 (December 1, 2023 to November 30, 2024) (including 20% contingency)
 \$321,970 net of all applicable taxes and charges
 \$363,826 including all applicable taxes and charges
 \$327,637 net of HST recoveries

Option Year 3 (December 1, 2024 to November 30, 2025) (including 20% contingency)
 \$331,629 net of all applicable taxes and charges
 \$374,741 including all applicable taxes and charges
 \$337,466 net of HST recoveries

The total contract award including all option years is \$1,292,025 net of HST recoveries, \$1,434,737 including all applicable taxes and charges and \$1,269,678 net of all applicable taxes and charges.

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

FINANCIAL IMPACT

The total potential contract award identified in this report, including all option years is \$1,434,737 including all applicable taxes and charges. The total potential cost to the City including the option years is \$1,292,025 net of HST recoveries.

Funding in the amount of \$150,370 net of HST recoveries has been included in the 2021 Staff Recommended Operating Budget for Toronto Fire Services (TFS). Additional funding will be included in the 2022 Operating Budget Submission for TFS.

Should the City choose to exercise the option years for an additional three (3) separate one (1) year periods, then appropriate funding will be requested for consideration in the 2023-2025 Operating Budget Submissions for TFS. The cash flow funding requirements for this service is summarized in Table 1.

Table 1: Financial Impact Summary of Recommended Contract

Cost Centre / Cost Element	First Term		Option Year One	Option Year Two	Option Year Three
	Date of award to Dec. 31, 2021	January 1, 2022 to November 30, 2022	December 1, 2022 to November 30, 2023	December 1, 2023 to November 30, 2024	December 1, 2024 to November 30, 2025
FR0019 C/E 2670	\$150,370	\$158,459	\$318,094	\$327,637	\$337,466

Total	\$1,292,025
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The Chief Financial Officer and Treasurer has reviewed this report and agrees with information included in the Financial Impact section.

SOLICITATION SUMMARY

Solicitation Issued: July 31, 2020
Number of Addenda Issued: Four (4)
Number of Bids: Five (5)

Solicitation Closed: September 22, 2020

Table 2: Summary of Bids Received: Five (5)

Bidder Name	Evaluated Bid Price (including H.S.T.)
The Uniform Group	\$285,784 (Bid Form Parts: A, D, E, F, & G)
Outdoor Outfits	Non-compliant (Samples provided for Part E were deemed non-compliant. Vendor did not bid on Price Form Part A, D, F & G)
Unisync Inc	Non-compliant
Uniform experts North America	Non-compliant
CFM	Non-compliant

DIVISION CONTACTS

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COMMENTS

The City of Toronto participated in a joint procurement initiative with Toronto Police Services Solicitation RFQ No. 1387589-20, in accordance with the Toronto Municipal

Code, Chapter 195-6.5. Co-Operative Purchasing. 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 resulting contract between the Toronto Police Services and the Supplier stipulates that the same goods and/or services be made available to other public bodies which include the City at the same price as provided by the supplier to the initiating public body;
- c. The same goods and/or services will be made available to the City for the same or better price than the price that is to be paid by the public body;
- d. Toronto Fire Services has reviewed the Toronto Police Services RFQ submissions and found the price to be reasonable, within available budget and concurs with the recommendation;
- e. The supplier is not ineligible, suspended or otherwise in contravention of Chapters 71 - Financial Control and 195 - Purchasing of the City of Toronto Municipal Code.
- f. 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, five (5) years or less including any option terms; 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;
- g. there are no material written objections to the award;
- h. the Call Document was advertised on the Ontario Tenders Portal as part of the Competitive Call process; and
- i. 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 Solicitation are on the file in the Purchasing and Materials Management Division.

SIGNATURE

Michael Pacholok
Chief Procurement Officer