



BID AWARD PANEL CONTRACT AWARD

Award of Ariba Doc No. 2591945019 to Rowan Williams Davies & Irwin Inc for Incinerator Source Testing Of Air Emissions, Sludge Characteristic Sampling And Analysis Of Various Wastewater Sludge Streams And Biofilter Source Testing for the Highland Creek Treatment Plant, Toronto Water

Date: January 27, 2021
To: Bid Award Panel
From: Chief Procurement Officer
Wards: 25

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. 2591945019

Description:

Services to perform Annual Incinerator Source Testing Of Air Emissions, Provide Sludge Characteristic Sampling And Analysis Of Various Wastewater Sludge Streams And Perform Biofilter Source Testing for the Highland Creek Treatment Plant, Toronto Water for a period of two (2) years from date of award, with an option to renew the contract for an additional term of up to three (3) additional separate one (1) year periods.

Recommended Supplier:

Rowan Williams Davies & Irwin Inc

Contract Award Value:

\$ 534,572 net of all applicable taxes and charges (Including \$30,000 contingency)

\$ 604,066 including HST and all applicable charges

\$ 543,980 net of HST recoveries

Contract is expected to start on February 1, 2021 and end on January 31, 2023

Option Year 1 - February 1, 2023 to January 31, 2024

\$ 275,305 net of all applicable taxes and charges (including \$15,000 contingency)

\$ 311,094 including all applicable taxes and charges

\$ 280,150 net of HST recoveries

Option Year 2- February 1, 2024 to January 31, 2025

\$ 283,564 net of all applicable taxes and charges (including \$15,000 contingency)

\$ 320,427 including all applicable taxes and charges

\$ 288,554 net of HST recoveries

Option Year 3- February 1 2025 to January 31, 2026

\$ 292,071 net of all applicable taxes and charges (including \$15,000 contingency)

\$ 330,040 including all applicable taxes and charges

\$ 297,211 net of HST recoveries

The total potential contract award including all option years is \$1,385,512 net of all applicable taxes and charges, and \$1,565,627 including all applicable taxes and charges. **The total potential cost to the City including all optional years is \$1,409,896 net of HST recoveries.**

The above cost calculations for the Option Year Periods reflects an estimated annual 3% increase as per the Consumer Price Index.

FINANCIAL IMPACT

The total potential contract award is \$1,385,512 net of all applicable taxes and charges, and \$1,565,627 including all applicable taxes and charges. The total potential cost to the City including all optional years is \$1,409,896 net of HST recoveries.

Funding is available in the 2021 Approved Operating Budget for Toronto Water. Additional funding will be requested in the 2022-2023 Operating Budget Submissions for Toronto Water. Should the City of Toronto choose to exercise its option(s) to renew for an additional three (3) separate one (1) year periods, then additional funding will be included in the 2023-2026 Operating Budget Submissions for Toronto Water.

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

Cost Centre/ Cost/Element	Contract Period Base Year			Optional Year One	Optional Year Two	Optional Year Three
	Feb 1, 2021 to Dec 31, 2021	Jan 1, 2022 - Dec. 31, 2022	Jan 1, 2023 - Jan 31, 2023	Feb 1, 2023 - Jan 31, 2024	Feb 1, 2024 - Jan 31, 2025	Feb 1, 2025 - Jan 31, 2026
TW4095, TW4100, TW4110 C/E 4403	\$249,324	\$270,101	\$24,555	\$280,150	\$288,554	\$297,212
Totals						\$1,409,896

SOLICITATION SUMMARY

Solicitation Issued: October 8, 2020
Number of Addenda Issued: One (1)
Number of Bids: [1]

Solicitation Closed: October 30, 2020

Table 2:

Supplier Name	Bid Price (including H.S.T.)
Rowan Williams Davies & Irwin Inc	\$ 302,033

The Bid amount reflects annual pricing and includes contingency in the amount of \$15,000.

DIVISION CONTACTS

Allison Phillips, Manager, Professional Services, Purchasing & Materials Management,
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Martin Shigeishi, Manager, Highland Creek Treatment Plant
(416) 392-2382, Martin.Shigeishi.@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