



BID AWARD PANEL CONTRACT AWARD

Award of Ariba Doc No. 2665465446 to LTAS Technologies Inc. for Short-Term Rental Data Discovery Services - Municipal Licensing & Standards Division

Date: February 25, 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:

Solicitation Number:
Request for Proposal (RFP) No. DOC2665465446

Description:
For Short-Term Rentals (STR) Data Discovery Services in the City of Toronto for a period of one (1) year commencing from the date of award to December 31, 2021 with the option to renew the Contract for three (3) additional separate one (1) year periods.

Should the option to renew the contract be exercised then the Executive Director, Municipal Licensing and Standards will request the Chief Purchasing Officer to process the renewal under the same terms and conditions.

Recommended Supplier:
LTAS Technologies Inc. ("LTAS")

Contract Award Value:
\$300,000 net of all applicable taxes and charges (including \$50,000 contingency)
\$339,000 including HST and all applicable charges
\$305,280 net of HST recoveries

The contract is expected to start on the date of award and end on December 31, 2021.

Option Year 1 - January 1, 2022 to December 31, 2022
\$309,000 net of all applicable taxes and charges (including \$50,000 contingency)
\$349,170 including HST and all applicable charges
\$314,438 net of HST recoveries

Option Year 2 - January 1, 2023 to December 31, 2023
\$318,270 net of all applicable taxes and charges (including \$50,000 contingency)
\$359,645 including HST and all applicable charges
\$323,872 net of HST recoveries

Option Year 3 - January 1, 2024 to December 31, 2024
\$327,818 net of all applicable taxes and charges (including \$50,000 contingency))
\$370,435 including HST and all applicable charges
\$333,588 net of HST recoveries

The total potential contract award including all option years is \$1,255,088 net of all applicable taxes and charges, and \$1,418,249 including all applicable taxes and charges. **The total potential cost to the City including all option years is \$1,277,178 net of HST recoveries.**

The above cost calculations for the option years reflect an estimated annual 3 percent increase in the Consumer Price Index (CPI).

FINANCIAL IMPACT

The total potential contract award identified in this report including the option years is \$1,255,088 including all applicable taxes and charges. The total potential cost to the City including all option years is \$1,277,178 net of HST recoveries.

Funding is available in the 2021 Approved Operating Budget for Municipal Licensing and Standards.

Should the City chose to exercise its options to renew the contract for any of the additional three (3) separate one (1) year periods, then appropriate additional funding, if needed, will be requested in the 2022-2024 Operating Budget Submissions for Municipal Licensing and Standards Division. Funding details are summarized in Table 1 as follows:

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

Cost Centre	Date of Award to December 31, 2021	Option Year 1: January 1, 2022 to December 31, 2022	Option Year 2: January 1, 2023 to December 31, 2023	Option Year 3: January 1, 2024 to December 31, 2024	Total(Net of HST Recoveries)
MS1150 (C/E 4015 - Professional Service - Audit)	\$305,280	\$314,438	\$323,872	\$333,588	\$1,277,178

The Chief Financial Officer and Treasurer has reviewed this report and agrees with the financial impact information.

SOLICITATION SUMMARY

Solicitation Issued: December 4, 2020

Solicitation Closed: December 23, 2020

Number of Addenda Issued: One (1)

Number of Bids: Five (5)

Table 2: Summary of Bids Received for RFP No. DOC2665465446

Proponents Name
Deckard Technologies Inc.*
Granicus, Inc.
Grant Thornton LLP*
LTAS Technologies Inc.
Tom Wolfer-Cool Number Crunching*

*Proponent did not meet the minimum technical threshold score of 75% (60/80 points)

DIVISION CONTACTS

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Regulatory Services, Telephone: 416-338-6260, E-mail: Soumaya.Qureshi@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