



BID AWARD PANEL CONTRACT AWARD

Award of Ariba Doc. No. 2675246197 to First Response Environmental 2012 Inc., for vehicle cleaning, disinfecting and decontamination services for various City divisions.

Date: March 18, 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 Quotation (RFQ), Ariba Doc No. 2675246197

Description:
For the non-exclusive supply and delivery of all labour, materials, equipment, travel time, mileage, fuel and incidentals necessary to perform scheduled and unscheduled non-emergency on-road and off-road vehicle cleaning and disinfecting, including blood and bodily fluid Decontamination Services for the City of Toronto's various Divisions and other Agencies and Corporations on an as and when required basis, for the period of one (1) year from April 1, 2021, to March 31, 2022, with the option to renew the contracts for two (2) additional separate one (1) year periods.

Should the option(s) be exercised, then the General Manager Fleet Services will request the Chief Procurement Officer to process the renewals under the same terms and conditions.

Recommended Supplier:
First Response Environmental Inc.

Contract Award Value:
\$ 453,293 net of all applicable taxes and charges
\$ 512,221 including HST and all applicable charges
\$ 461,271 net of HST recoveries

The Contract is expected to start on April 1, 2021 and end on March 31, 2022

Option Year 1 from April 1, 2022, to March 31, 2023
\$466,891 net of all applicable taxes and charges
\$527,587 including all applicable taxes and charges
\$475,109 net of HST recoveries

Option Year 2 from April 1, 2023, to March 31, 2024
\$480,898 net of all applicable taxes and charges
\$543,415 including all applicable taxes and charges
\$489,362 net of HST recoveries

The total potential contract award identified in this report including all optional years is \$1,401,082 net of all taxes, and \$1,583,223 including all applicable taxes and charges. **The total potential cost to the City, including all option years, is \$1,425,741 net of HST recoveries.**

The above cost calculations include a twenty-five (25%) percent cost allowance per participating division for unforeseen factors and 3% Consumer Price Index (CPI) adjustment applied annually to the yearly cost after the initial one (1) year period and not reflected in the evaluated bid price noted in Table 2.

Agencies, Boards, Commissions and Corporations (Toronto Public Library and Toronto Community Housing Corporation) also participated in this call and will be seeking their own authority.

FINANCIAL IMPACT

The total contract award identified in this report is \$1,583,223 including all applicable taxes and charges. The cost to the City is \$1,425,741 net of HST recoveries.

Funding in the amount of \$102,070 net of HST recoveries is included in the 2021 Approved Operating Budget for Fleet Services Division. Funding in the amount of \$34,023 net of HST recoveries for the balance of the contract period to March 31, 2022, will be included in the 2022 Operating Budget Submission for Fleet Services Division.

Funding in the amount of \$2,659 net of HST recoveries is included in the 2021 Approved Operating Budget for Solid Waste Management Services Division. Funding in the amount of \$886 net of HST recoveries for the balance of the contract period to March 31, 2022, will be included in the 2022 Operating Budget Submission for Solid Waste Management Services Division.

Funding in the amount of \$86,658 net of HST recoveries is included in the 2021 Approved Operating Budget for Toronto Water Division. Funding in the amount of \$28,886 net of HST recoveries for the balance of the contract period to March 31, 2022, will be included in the 2022 Operating Budget Submission for Toronto Water Division.

Funding in the amount of \$5,900 net of HST recoveries is included in the 2021 Approved Operating Budget for Transportation Services Division. Funding in the amount of \$1,967 net of HST recoveries for the balance of the contract period to March 31,

2022, will be included in the 2022 Operating Budget Submission for Transportation Services Division.

Funding in the amount of \$111,643 net of HST recoveries is included in the 2021 Approved Operating Budget for Corporate Real Estate Management Division. Funding in the amount of \$37,214 net of HST recoveries for the balance of the contract period to March 31, 2022, will be included in the 2022 Operating Budget Submission for Corporate Real Estate Management Division.

Funding in the amount of \$20,908 net of HST recoveries is included in the 2021 Approved Operating Budget for Parks, Forestry & Recreation Division. Funding in the amount of \$6,969 net of HST recoveries for the balance of the contract period to March 31, 2022, will be included in the 2022 Operating Budget Submission for Parks, Forestry & Recreation Division.

Funding in the amount of \$16,114 net of HST recoveries is included in the 2021 Approved Operating Budget for Toronto Fire Services. Funding in the amount of \$5,371 net of HST recoveries for the balance of the contract period to March 31, 2022, will be included in the 2022 Operating Budget Submission for Toronto Fire Services.

Should the City choose to exercise its option to renew for an additional two (2) separate one (1) year periods, then appropriate additional funding, if needed, will be included in the 2022 – 2024 annual Operating Budget Submissions for each participating division. Funding details are provided in the table below.

Table 1: Financial Impact Summary of Recommended Contract - Fleet Services

Operational Budget: FL100 Cost Element: 4424	Net of HST recoveries
Initial Year Period from April 1, 2021, to December 31, 2021	\$102,070
Initial Year Period from January 1, 2022, to March 31, 2022	\$34,023
Option Year 1 from April 1, 2022, to March 31, 2023	\$140,177
Option Year 2 from April 1, 2023, to March 31, 2024	\$144,382
Total Cost From April 1, 2021, to March 31, 2024	\$420,652

Table 2: Financial Impact Summary of Recommended Contract – Solid Waste Management Services

Operational Budget: SW1030, SW1040, SW0810, SW0800, SW0805, SW0820, SW0825, SW0830 and SW0835 Cost Element: 4424	Net of HST recoveries
Initial Year Period from April 1, 2021, to December 31, 2021	\$2,659
Initial Year Period from January 1, 2022, to March 31, 2022	\$886
Option Year 1 from April 1, 2022, to March 31, 2023	\$3,652
Option Year 2 from April 1, 2023, to March 31, 2024	\$3,762
Total Cost From April 1, 2021, to March 31, 2024	\$10,960

Table 3: Financial Impact Summary of Recommended Contract – Toronto Water

Operational Budget: TW5020, TW2055, TW6070 Cost Element: 2082, 4424, 2120	Net of HST recoveries
Initial Year Period from April 1, 2021, to December 31, 2021	\$86,658
Initial Year Period from January 1, 2022, to March 31, 2022	\$28,886
Option Year 1 from April 1, 2022, to March 31, 2023	\$119,010
Option Year 2 from April 1, 2023, to March 31, 2024	\$122,580
Total Cost From April 1, 2021, to March 31, 2024	\$357,134

Table 4: Financial Impact Summary of Recommended Contract – Transportation Services

Operational Budget: TS6000 Cost Element: 2082	Net of HST recoveries
Initial Year Period from April 1, 2021, to December 31, 2021	\$5,900
Initial Year Period from January 1, 2022, to March 31, 2022	\$1,967
Option Year 1 from April 1, 2022, to March 31, 2023	\$8,103
Option Year 2 from April 1, 2023, to March 31, 2024	\$8,346
Total Cost From April 1, 2021, to March 31, 2024	\$24,316

Table 5: Financial Impact Summary of Recommended Contract – Corporate Real Estate Management

Operational Budget: FA0361 & FA0351 Cost Element: 4424	Net of HST recoveries
Initial Year Period from April 1, 2021, to December 31, 2021	\$111,643
Initial Year Period from January 1, 2022, to March 31, 2022	\$37,214
Option Year 1 from April 1, 2022, to March 31, 2023	\$153,323
Option Year 2 from April 1, 2023, to March 31, 2024	\$157,923
Total Cost From April 1, 2021, to March 31, 2024	\$460,104

Table 6: Financial Impact Summary of Recommended Contract – Parks, Forestry and Recreation

Operational Budget: P12029 Cost Element: 4415	Net of HST recoveries
Initial Year Period from April 1, 2021, to December 31, 2021	\$20,908
Initial Year Period from January 1, 2022, to March 31, 2022	\$6,969
Option Year 1 from April 1, 2022, to March 31, 2023	\$28,713
Option Year 2 from April 1, 2023, to March 31, 2024	\$29,575
Total Cost From April 1, 2021, to March 31, 2024	\$86,165

Table 7: Financial Impact Summary of Recommended Contract – Toronto Fire Services

Operational Budget: FR0025 Cost Element: 4424	Net of HST recoveries
Initial Year Period from April 1, 2021, to December 31, 2021	\$16,114
Initial Year Period from January 1, 2022, to March 31, 2022	\$5,371
Option Year 1 from April 1, 2022, to March 31, 2023	\$22,130
Option Year 2 from April 1, 2023, to March 31, 2024	\$22,794
Total Cost From April 1, 2021, to March 31, 2024	\$66,409

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

SOLICITATION SUMMARY

Solicitation Issued: November 26, 2020

Solicitation Closed: January 7, 2021

Number of Addenda Issued: 1

Number of Bids: 8

Table 8: Summary of Bids Received for RFQ, Ariba Doc. No. 2675246197 including bid price:

Supplier Name	Evaluated Bid Price (including H.S.T.)*
ICS Facility Services	Non-compliant
First Response Environmental Inc.	\$580,868
SQM Janitorial Services Inc.	\$654,667
TBM Service Group Inc.	\$1,061,457
Servicare Interiors Inc.	\$1,225,187
Winmar – Markham	\$2,072,917
Sure General Contractors Inc.	\$2,595,579
Tri-Phase Environmental Inc.	\$5,022,737

*The Evaluated Bid Price includes pricing for THC and TPL, which are not included in this BAP process or the contract award value. The 25% cost allowance is not included in the Evaluated Bid Price.

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 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 the available budget and concurs with the recommendation;

c. the total contract value is less than \$20 million (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