



BID AWARD PANEL CONTRACT AWARD

Award of Request for Quotation Doc. 2823991037 to ValGuard Security Inc. for the non-exclusive of Armoured Car Services for various City of Toronto Divisions

Date: April 29, 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, Ariba Document Number 2823991037.

Description:

The non-exclusive Armoured Car Services for various City of Toronto Divisions for a period of one (1) year from the date of award, with the option to extend the agreement on the same terms and conditions for four (4) additional separate one (1) year periods.

Recommended Supplier:

ValGuard Security Inc.

Contract Award Value:

\$311,546 net of all applicable taxes and charges
\$352,047 including HST and all applicable charges
\$317,030 net of HST recoveries

The Contract is expected to start on the date of award and end on April 30, 2022

Option Year 1 - May 1, 2022 to April 30, 2023

\$320,893 net of all applicable taxes and charges
\$362,609 including HST and all applicable charges
\$326,540 net of HST recoveries

Option Year 2 - May 1, 2023 to April 30, 2024

\$330,520 net of all applicable taxes and charges
\$373,487 including HST and all applicable charges

\$336,337 net of HST recoveries

Option Year 3 - May 1, 2024 to April 30, 2025

\$340,435 net of all applicable taxes and charges

\$384,692 including HST and all applicable charges

\$346,427 net of HST recoveries

Option Year 4 - May 1, 2025 to April 30, 2026

\$350,648 net of all applicable taxes and charges

\$396,232 including HST and all applicable charges

\$356,820 net of HST recoveries

The total potential contract award identified in this report including all optional years is \$1,654,042 net of all applicable taxes and charges and \$1,869,068 including HST and all applicable charges. **The total potential cost to the City, including all option years is \$1,683,153 net of HST recoveries.**

FINANCIAL IMPACT

The total potential contract award identified in this report is \$1,869,068 including all applicable taxes and charges. The total potential cost for the City is \$1,683,153 net of all applicable taxes and charges.

Funding is available in the 2021 Approved Operating Budgets of all participant Divisions as outlined in Appendix 1 (attached). Additional funding will be included in their 2022 Operating Budget Submissions. Should the optional terms be exercised, the additional funding will be requested in the 2022 - 2026 Operating Budget Submissions.

The Chief Financial Officer and Treasurer has reviewed this report and agrees with the financial implications as identified in the Financial Impact Section.

SOLICITATION SUMMARY

Solicitation Issued: February 19, 2021

Solicitation Closed: March 22, 2021

Number of Addenda Issued: One (1)

Number of Bids: Three (3)

Table 1 Summary of Bids Received for Ariba Doc2823991037 including bid price

Supplier Name	Bid Price (including HST)
ValGuard Security Inc.	\$352,047
3 Sixty Secure Corp.	\$431,603
GardaWorld Cash Services Canada Co.	\$1,083,595

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 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

ATTACHMENTS

Attachment 1: Financial Impact Summary of Recommended Contract