



BID AWARD PANEL CONTRACT AWARD

Award of Ariba Doc Number 2783634090 to Future Systems Incorporated for the Supply, Installation, Maintenance and Repair of Toronto 360 Wayfinding Signs for Transportation Services Division

Date: June 2, 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 Tender (RFT), Ariba Doc Number 2783634090

Description:
The supply, installation, maintenance and repair of Toronto 360 Wayfinding Signs, as and when required by the Transportation Services Division, from the date of contract award to December 31, 2022, with the option to renew for up to two (2) additional one (1) year option terms.

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

Recommended Supplier:
Future Systems Incorporated

Contract Award Value:
\$1,876,125 net of all applicable taxes and charges
\$2,120,021 including HST and all applicable charges
\$1,909,144 net of HST recoveries

The Contract period is expected to start on date of contract award and end on December 31, 2022

Option Term 1 (January 1, 2023 to December 31, 2023)
 \$1,339,002 net of all applicable taxes and charges
 \$1,513,072 including HST and all applicable charges
 \$1,362,568 net of HST recoveries

Option Term 2 (January 1, 2024 to December 31, 2024)
 \$1,506,050 net of all applicable taxes and charges
 \$1,701,836 including HST and all applicable charges
 \$1,532,556 net of HST recoveries

The total potential contract award, including the option years, as itemized in Table 1, is \$4,721,176 net of all applicable taxes and charges, and \$5,334,929 including all applicable taxes and charges. **The total potential cost to the City, including the option years, is \$4,804,269 net of HST recoveries.**

FINANCIAL IMPACT

The total potential contract award, including the option years identified in this report is \$5,334,929 including all applicable taxes and charges. The total potential cost to the City including the optional years is \$4,804,269 net of HST recoveries.

The engineering estimate for this project is \$3,110,144 net of all taxes and charges (provisional and contingency not included).

Funding for the initial contract period is included in the Approved 2021-2030 Approved Capital Budget and Plans for Transportation Services and Economic Development & Culture. Funding is also available in the 2021 Approved Operating Budget for Transportation Services and additional funding will be included in Transportation Service Division's 2022 Operating Budget Submission. Should the City exercise the optional periods, additional funding will be requested in the 2023-2024 Budget Submissions for Transportation Services and Economic Development & Culture. Funding details are summarized in Table 1 below.

Table 1: Financial Impact Summary of Recommended Contract

WBS Element	Contract award to December 31, 2021	January 1, 2022 to December 31, 2022	Optional Term #1 January 1, 2023 to December 31, 2023	Optional Term #2 January 1, 2024 to December 31, 2024	Total Potential Cost
CTP 420-01-04	\$624,195	\$441,586	\$822,085	\$865,538	\$2,753,403
CTP 315-09-457	\$35,288	\$49,740	\$55,781	\$57,658	\$198,467
TS 4010	\$72,129	\$339,139	\$283,895	\$347,252	\$1,042,416
CED120	\$0	\$347,067	\$200,808	\$262,108	\$809,983
Total	\$731,612	\$1,177,533	\$1,362,568	\$1,532,556	\$4,804,269

The Chief Financial Officer and Treasurer has reviewed this report and agrees with information included in the Financial Impact section.

SOLICITATION SUMMARY

Solicitation Issued: February 12, 2021

Solicitation Closed: March 31, 2021

Number of Addenda Issued: Six (6)

Number of Bids: Two (2)

Table 2: Summary of Bids Received for RFT, Ariba Doc No. 2783634090 including Bid Price;

Supplier Name	Bid Price (including H.S.T.)
Future Systems Inc.	\$4,686,892.25 *
Knight Signs Ltd.	\$4,735,521.74

* Pursuant to the RFT document the contract award value includes contingency

DIVISION CONTACTS

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Randy McLean, Manager, Neighbourhood Projects, Transportation Services, 416-392 0828, Randy.McLean@toronto.ca

Mike Major, Manager, Business Growth Services, BIA Office, 416-392-7355, Mike.Major@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