



BID AWARD PANEL CONTRACT AWARD

Award of Ariba Doc No. 2986958685 to Francis Restaurant Industry Equipment Services Inc. for the non-exclusive provision of Preventative Maintenance Service Program including emergency calls and repairs for kitchen equipment for Seniors Services and Long-Term Care

Date: September 16, 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. 2986958685

Description:

For the non-exclusive provision of all labour, materials and equipment necessary to provide a Preventative Maintenance (PM) Service Program including emergency calls and repairs for kitchen equipment for Seniors Services and Long-Term Care for a period of two (2) years, with the option to renew the contract for three (3) additional separate one (1) year periods.

Should the option(s) be exercised, then the Director of Seniors Services and Long-Term Care will request the Chief Procurement Officer to process the renewals under the same terms and conditions.

Recommended Supplier:

Francis Restaurant Industry Equipment Services Inc.

Contract Award Value:

\$474,181 net of all applicable taxes and charges (including 15% for miscellaneous items)

\$535,824 including HST and all applicable charges

\$482,527 net of HST recoveries

Contract is expected to start on December 1, 2021 and end on November 30, 2023.

Option Year 1 (December 1, 2023 to November 30, 2024)

\$244,203 net of all applicable taxes and charges (including 15% for miscellaneous items)

\$275,950 including HST and all applicable charges

\$248,501 net of HST recoveries

Option Year 2 (December 1, 2024 to November 30, 2025)

\$251,529 net of all applicable taxes and charges (including 15% for miscellaneous items)

\$284,228 including HST and all applicable charges

\$255,956 net of HST recoveries

Option Year 3 (December 1, 2025 to November 30, 2026)

\$259,075 net of all applicable taxes and charges (including 15% for miscellaneous items)

\$292,755 including HST and all applicable charges

\$263,635 net of HST recoveries

The total potential contract award including all option years is \$1,388,757 including all applicable taxes and charges and \$1,228,989 net of all applicable taxes and charges.

The total potential cost to the City is \$1,250,619 net of HST recoveries.

The above cost calculations reflect a 3% CPI adjustment applied annually to the yearly cost after the initial year.

FINANCIAL IMPACT

The total contract award identified in this report is \$1,228,989 net of all applicable taxes and charges, and \$1,388,757 including all applicable taxes and charges. The total potential cost to the City is \$1,250,619 net of HST recoveries

Funding is available in the 2021 Approved Operating Budget and has been included in the 2022-2023 Operating Budget Submission for Senior Services and Long-Term Care Division. Should all the optional periods be exercised, appropriate additional funding will be requested in their 2023-2026 Operating Budget Submissions. Funding details are summarized in Table 1 as follows:

Table 1: Financial Impact Summary of Recommended Contract

Seniors Services and Long-Term Care SSLTC Operational Budget: D3*031 Cost Element: 4462,4699	Net of HST Recoveries
Initial Year Period From December 1 to December 31, 2021	\$20,105
Initial Year Period From January 1, 2022 to December 31, 2022	\$241,263

Seniors Services and Long-Term Care SSLTC Operational Budget: D3*031 Cost Element: 4462,4699	Net of HST Recoveries
Initial Year Period From January 1, 2023 to November 30, 2023	\$221,158
Option Year 1 From December 1, 2023 to November 30, 2024	\$248,501
Option Year 2 From December 1, 2024 to November 30, 2025	\$255,956
Option Year 3 From December 1, 2025 to November 30, 2026	\$263,635
Grand Total	\$1,250,619

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

SOLICITATION SUMMARY

Solicitation Issued: May 31, 2021
Number of Addenda Issued: None
Number of Bids: One (1)

Solicitation Closed: June 25, 2021

Table 2: Summary of Bids Received for Ariba Doc No. 2986958685 including bid price

Supplier Name	Evaluated Bid Price (including H.S.T)
Francis Restaurant Industry Equipment Services Inc.	\$535,824 *

* Includes a 15% Miscellaneous Line

DIVISION CONTACTS

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Long-Term Care, Tel: 416-392-8912, Email: Khashayar.Amirhosseini@toronto.ca

COMMENTS

For the recommended contract award, the following requirements have been met:

- 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;
- 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