



BID AWARD PANEL CONTRACT AWARD

Award of Ariba Document Number 2973967145 to Professional PCO Services Inc. for the provision of Integrated Pest Management Services for Seniors Services & Long-Term Care and Parks, Forestry & Recreation Divisions

Date: October 14, 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), Ariba Document Number 2973967145

Description:

For the provision of Integrated Pest Management Services for various locations for Seniors Services and Long-Term Care (SSLTC) and Parks, Forestry & Recreation (PF&R) from date of Award to September 30, 2023, with an option to renew the contract for one (1) additional one (1) year period.

Should the option be exercised, then the Directors of Seniors Services and Long-Term Care and Parks, Forestry & Recreation will request the Chief Procurement Officer to process the renewals under the same terms and conditions.

Recommended Supplier:

Professional PCO Services Inc.

Contract Award Value:

\$404,342 net of all applicable taxes and charges
\$456,907 including HST and all applicable charges
\$411,459 net of HST recoveries

Contract is expected to start on Date of Award and end on September 30, 2023.

Option Year 1 (October 1, 2023 to September 30, 2024)

\$208,236 net of all applicable taxes and charges
\$235,307 including HST and all applicable charges

\$211,901 net of HST recoveries

The total potential contract award identified in this report including all option years is \$612,579 net of all applicable taxes and charges, \$692,214 including all applicable taxes and charges. **The total potential cost to the City including all option year for all contracts is \$623,360 net of HST recoveries.**

The above cost calculations reflect a 10% contingency for each participating division and a 3% CPI adjustment applied annually to the yearly cost after the initial year.

FINANCIAL IMPACT

The total potential contract award identified in this report including all option years is \$612,579 net of all applicable taxes and charges, \$692,214 including all applicable taxes and charges. The total potential cost to the City including all option year for all contracts is \$623,360 net of HST recoveries.

Funding is available in the 2021 Approved Operating Budgets for Parks, Forestry & Recreation and Seniors Services and Long-Term Care. Funding has also been included in the 2022-2023 Operating Budget Submissions for Parks, Forestry & Recreation and Seniors Services and Long-Term Care, and Parks, Forestry & Recreation. Should the optional period be exercised, appropriate additional funding will be requested in their 2023-2024 Operating Budget Submissions.

Funding details are as follows:

Table 1: Financial Impact Summary of Recommended Contract - See attachment

SOLICITATION SUMMARY

Solicitation Issued: May 31, 2021
Number of Addenda Issued: Three (3)
Number of Bids: Four (4)

Solicitation Closed: July 19, 2021

Table 2: Summary of Proposals Received for Request for Proposal Document Number 2973967145.

Supplier Name
E-Safe Pest Control
Orkin Canada
Professional PCO Services Inc**
Yes Pest Control*

*Supplier was found non-compliant with mandatory requirements

** Pursuant to the Request for Proposal document the contract award value includes contingency

Range of Scores: 65.55 to 94.44

DIVISION CONTACTS

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Care, Tel: 416-397-9956, Email: Cornel.Baptista@toronto.ca

COMMENTS

This Request for proposal included proposals for the following agencies:

Toronto Parking Authority

The respective boards of each of the above agencies will be responsible for approving and award their contracts.

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. the Solicitation document was advertised on the City's internet website and bids or proposals were opened publicly; and

e. 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 Table