



BID AWARD PANEL CONTRACT AWARD

Award of Ariba Document Number 3062673245 to Various Suppliers for the provision of Agency Staffing Solutions for Seniors Services and Long-Term Care Division

Date: October 21, 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 Document Number 3062673245

Description:

For the provision of Agency Staffing Solutions for Seniors Services and Long-Term Care for a period of one (1) year, with the option to renew the contract for one (1) additional one (1) year period.

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.

This RFQ was issued for the City of Toronto's Seniors Services and Long-Term Care Division to award contracts to the two (2) lowest bidders per RFQ biddable section. The lowest bidder of each section will be the primary vendor and awarded 66.5% of the contract value. The second lowest bidder will be the secondary vendor and awarded 33.5% of the contract value.

Recommended Supplier:

1. 22nd Century Technologies Inc.
2. BookJane
3. EnerTech Staffing and Workforce
4. Resolve Support Services

Contract Award Value:

1. 22nd Century Technologies Inc. – Awarded for Part B, C and E

\$251,636 net of all applicable taxes and charges
\$284,348 including HST and all applicable charges
\$256,064 net of HST recoveries

Contract is expected to start on Date of Award and end on September 30, 2022.

Option Year 1 (October 1, 2022 to September 30, 2023)
\$259,185 net of all applicable taxes and charges
\$292,879 including HST and all applicable charges
\$263,746 net of HST recoveries

Total Potential Contract Award Value to 22nd Century Technologies Inc.

\$510,820 net of all applicable taxes and charges
\$577,227 including HST and all applicable charges
\$519,810 net of HST recoveries

2. BookJane – Awarded for Part D

\$54,125 net of all applicable taxes and charges
\$61,161 including HST and all applicable charges
\$55,078 net of HST recoveries

Contract is expected to start on Date of Award and end on September 30, 2022.

Option Year 1 (October 1, 2022 to September 30, 2023)
\$55,749 net of all applicable taxes and charges
\$62,996 including HST and all applicable charges
\$56,730 net of HST recoveries

Total Potential Contract Award Value to BookJane

\$109,874 net of all applicable taxes and charges
\$124,157 including HST and all applicable charges
\$111,808 net of HST recoveries

3. EnerTech Staffing and Workforce Solutions Inc. – Awarded for Part B

\$33,767 net of all applicable taxes and charges
\$38,156 including HST and all applicable charges
\$34,361 net of HST recoveries

Contract is expected to start on Date of Award and end on September 30, 2022.

Option Year 1 (October 1, 2022 to September 30, 2023)
\$34,780 net of all applicable taxes and charges
\$39,301 including HST and all applicable charges
\$35,392 net of HST recoveries

Total Potential Contract Award Value to EnerTech Staffing and Workforce Solutions Inc.

\$68,546 net of all applicable taxes and charges

\$77,457 including HST and all applicable charges

\$69,753 net of HST recoveries

4. Resolve Support Services – Awarded for Part C, D and E

\$344,000 net of all applicable taxes and charges

\$388,720 including HST and all applicable charges

\$350,054 net of HST recoveries

Contract is expected to start on Date of Award and end on September 30, 2022.

Option Year 1 (October 1, 2022 to September 30, 2023)

\$354,320 net of all applicable taxes and charges

\$400,382 including HST and all applicable charges

\$360,556 net of HST recoveries

Total Potential Contract Award Value to Resolve Support Services

\$698,320 net of all applicable taxes and charges

\$789,102 including HST and all applicable charges

\$710,610 net of HST recoveries

The total potential contract award identified in this report for all four (4) contracts including option year is \$1,567,943 including all applicable taxes and charges and \$1,387,560 net of all applicable taxes and charges. **The potential cost to the City including option year is \$1,411,981 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 potential contract award identified in this report for all contracts including all option years is \$1,567,943 including all applicable taxes and charges and \$1,387,560 net of all applicable taxes and charges. The potential cost to the City is \$1,411,981 net of HST recoveries.

Funding is available in the 2021 Approved Operating Budget for Seniors Services and Long-Term Care Division. Additional funding has been included in the 2022 Operating Budget Submission for Senior Services and Long-Term Care Division. Should the optional period be exercised, appropriate additional funding will be requested in the 2022-2023 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*/4199 Functional Area: 1610000000	Net of HST Recoveries
Initial Year Period From Date of Award to December 31, 2021	\$173,889
Initial Year Period From January 1, 2022 to September 30, 2022	\$521,668
Option Year 1 From October 1, 2022 to September 30, 2023	\$716,424
Grand Total	\$1,411,981

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

SOLICITATION SUMMARY

Solicitation Issued: July 28, 2021

Solicitation Closed: August 24, 2021

Number of Addenda Issued: One (1)

Number of Bids: Ten (10)

Table 2: Summary of Bids Received for Ariba Document Number 3062673245 including Total Base Bid Price (amounts excluding HST) **

Supplier Name	Part B – Registered Practical Nurses (RPN)	Part C – Personal Support Workers (PSW)	Part D – Screeners	Part E - Cleaners
22nd Century Technologies, Inc.	\$91,452.00	\$371,580.00	\$ 80,900.00	\$100,190.00
AXISIS Inc.	N/A	\$ 468,000.00	\$ 221,000.00	N/A
Bayshore HealthCare Ltd.	\$ 144,000.00	\$ 423,000.00	\$ 197,000.00	N/A
BookJane	\$130,000.00	\$455,000.00	\$162,500.00	\$162,500.00
Calian Ltd.	\$124,696.00	\$457,200.00	\$187,010.00	N/A
CareFoundation Support Services LTD	N/A	\$429,000.00	N/A	\$175,500.00
EnerTech Staffing and Workforce Solutions Inc.	\$101,492.00	\$401,240.00	\$192,110.00	\$145,440.00
Plan A Long Term Care Staffing & Recruitment	\$177,304.00	\$564,120.00	\$247,440.00	\$247,440.00

Supplier Name	Part B – Registered Practical Nurses (RPN)	Part C – Personal Support Workers (PSW)	Part D – Screeners	Part E - Cleaners
Resolve Support Services	N/A	\$300,000.00	\$144,000.00	\$144,000.00
S.R.T. MedStaff	\$215,488,000.00	\$4,108,000.00	\$760,500,000.00	N/A

* Part A – Registered Nurse (RN) was cancelled and re-issued.

** Total Base Bid Price calculated based on total quantity in RFQ pricing form

DIVISION CONTACTS

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Dana Tulk, Director, Management Services, Seniors Services and Long-Term Care, Tel: 416-392-9061, Email: Dana.Tulk@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. 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