



BID AWARD PANEL CONTRACT AWARD

Award of Ariba Document Number 2988100469 to CIMA Canada Inc. for Traffic Signal Left Turn Phase Studies for Transportation Services

Date: November 18, 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 2988100469

Description:

The provision of consulting and engineering services for Traffic Signal Left Turn Phase Studies to determine where new left turn phases should be installed or when an existing left turn phase should be enabled for 65 study cases every year from 2022 to 2025. The term of the contract will be from January 01, 2022 to December 31, 2022, with options in favour of the City to extend the agreement for up to three (3) separate one (1) year periods.

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

Recommended Supplier:

CIMA Canada Inc.

Contract Award Value:

Initial Contract Period (January 01, 2022 to Dec. 31, 2022)
\$441,848 net of all applicable taxes and charges
\$499,288 including HST and all applicable charges
\$449,624 net of HST recoveries

Contract is expected to start on January 01, 2022 and end on December 31, 2022.

Option Year 1 of the Contract (January 1, 2023 – December 31, 2023)
\$541,748 net of all applicable taxes and charges
\$612,175 including HST and all applicable charges
\$551,282 net of HST recoveries

Option Year 2 of the Contract (January 1, 2024 – December 31, 2024)
\$541,748 net of all applicable taxes and charges
\$612,175 including HST and all applicable charges
\$551,282 net of HST recoveries

Option Year 3 of the Contract (January 1 2025 – December 31, 2025)
\$541,748 net of all applicable taxes and charges
\$612,175 including HST and all applicable charges
\$551,282 net of HST recoveries

The total potential contract award identified in this report including optional periods is \$2,067,092 net of all applicable taxes and charges and \$2,335,813 including all applicable taxes and charges. **The total potential cost to the City including optional periods is \$2,103,470 net of HST recoveries.**

FINANCIAL IMPACT

The total potential contract award identified in this report is \$2,335,813 including all applicable taxes and charges. The total potential cost to the City is \$2,103,470 net of HST recoveries.

Funding has been included in the 2022 Operating Budget Submission for Transportation Services. Funding is also available in the 2022-2030 Approved Capital Plan for Transportation Services. Should the City choose to exercise the optional periods, additional funding will be requested in the 2023-2025 Operating and Capital Budget Submissions for Transportation Services.

The cash flow funding requirement for this project is as follows (all figures are net of HST recoveries):

Table 1: Financial Impact Summary of Recommended Contract

	WBS Element	Description	Funds	Total (Net of HST Recoveries)
Initial Contract	TS7040	Traffic Signal Left Turn Phase Studies - Traffic Systems Operations Operating Account	\$237,500	\$449,624

	WBS Element	Description	Funds	Total (Net of HST Recoveries)
Period (Jan. 1, 2022 to Dec. 31, 2022)		Contingency - Operating Account	\$12,500	
	CTP716-30-60	Traffic Signal Left Turn Phase Studies - Capital Account	\$168,876	
	CTP315-09-498	Contingency – Capital Account	\$30,748	
Option Year 1 (January 1, 2023 – December 31, 2023)	TS7040	Traffic Signal Left Turn Phase Studies - Traffic Systems Operations Operating Account	\$332,500	\$551,282
		Contingency - Operating Account	\$17,500	
	CTP721-01-08	Traffic Signal Left Turn Phase Studies - Capital Account	\$175,534	
		Contingency - Capital account	\$25,748	
Option Year 2 (January 1, 2024 – December 31, 2024)	TS7040	Traffic Signal Left Turn Phase Studies - Traffic Systems Operations Operating Account	\$332,500	\$551,282
		Contingency - Operating Account	\$17,500	
	CTP721-01-08	Traffic Signal Left Turn Phase Studies - Capital Account	\$175,534	
		Contingency - Capital account	\$25,748	
Option Year 3 (January 1, 2025 – December 31, 2025)	TS7040	Traffic Signal Left Turn Phase Studies - Traffic Systems Operations Operating Account	\$332,500	\$551,282
		Contingency - Operating Account	\$17,500	
	CTP721-01-08	Traffic Signal Left Turn Phase Studies - Capital Account	\$175,534	
		Contingency – Capital Account	\$25,748	
Total				\$2,103,470

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

SOLICITATION SUMMARY

Solicitation Issued: July 22, 2021
Number of Addenda Issued: Three (3)
Number of Bids: Four (4)

Solicitation Closed: August 09, 2021

Table 2: Summary of Bids Received for Request for Proposal Ariba Document Number 2988100469

Supplier Name
CIMA Canada Inc.
EXP Services Inc.*
IBI Group
Paradigm Transportation Solutions Limited*

* Suppliers did not meet the minimum of technical scoring threshold of 70% (52.50 out of 75) and were not able to move to stage 3-Cost of Services

Range of Scores:

35.60 to 84.60

DIVISION CONTACTS

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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;
- 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

Mike Pacholok
Chief Procurement Officer