



BID AWARD PANEL CONTRACT AWARD

Award of Document Number 3049990614 to Parente Garage for the Refuse Type Trailers Preventative Maintenance and Repair Services for the Fleet Services

Date: November 25, 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, Ariba Document Number 3049990614

Description:

For non-exclusive supply and delivery of all labour, materials/parts, tools, equipment, travel time, mileage, fuel and incidentals necessary to perform preventative maintenance and repair services on Refuse Type Trailers as and when required, for the City of Toronto's Fleet Services Division, for a period of thirteen (13) months from January 1, 2022 to January 31, 2023, with an option in favour of the City to extend the agreement on the same terms and conditions for an additional term of up to two (2) separate one (1) year periods.

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

Recommended Supplier:

Parente Garage

Contract Award Value:

\$482,474 net of all applicable taxes and charges
\$545,196 including HST and all applicable charges
\$490,966 net of HST recoveries

Contract is expected to start on January 1, 2022 and end on January 31, 2023.

Option Year 1 - From February 1, 2023 to January 31, 2024
\$375,067 net of all applicable taxes and charges
\$423,825 including all applicable taxes and charges
\$381,668 net of HST recoveries

Option Year 2 – From February 1, 2024 to January 31, 2025
\$379,007 net of all applicable taxes and charges
\$428,278 including all applicable taxes and charges
\$385,677 net of HST recoveries

The total potential contract award identified in this report is \$1,397,299 including all applicable taxes and charges and \$1,236,547 net of all applicable taxes and charges. **The total potential cost to the City including all option years is \$1,258,311 net of HST recoveries.**

FINANCIAL IMPACT

The total potential contract award identified in this report is \$1,397,299 including all applicable taxes and charges. The total potential cost to the City is \$1,258,311 net of HST recoveries.

Funding in the amount of \$450,052 net of HST recoveries has been included in the 2022 Operating Budget Submission for Fleet Services Division. Funding in the amount of \$40,914 net of HST recoveries for the balance of the contract period to January 31, 2023 will be included in the 2023 Operating Budget submission for Fleet Services Division.

Should the City choose to exercise its option to renew for an additional two (2) separate one (1) year periods, then appropriate additional funding, if needed, will be included in the 2023-2025 annual Operating Budget Submission for Fleet Services Division. Funding details are summarized in Table 1 as follows:

Table 1: Financial Impact Summary of Recommended Contract (net of HST recoveries)

Fleet Services Division Fleet Services Operational Budget: FL100 Cost Element: 2181 and 4404	Net of HST recoveries
Initial Year Period From January 1, 2022 to December 31, 2022	\$450,052
Initial Year Period From January 1, 2023 to January 31, 2023	\$40,914
Option Year 1 From February 1, 2023 to January 31, 2024	\$381,668
Option Year 2 From February 1, 2024 to January 31, 2025	\$385,677
Total Cost from January 1, 2022 to January 31, 2025	\$1,258,311

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

SOLICITATION SUMMARY

Solicitation Issued: September 27, 2021

Solicitation Closed: October 08, 2021

Number of Addenda Issued: 5

Number of Bids: 1

Table 2: Summary of Bids Received including bid price:

Supplier Name	Bid Price (excluding HST)
Parente Garage	\$1,236,547

DIVISION CONTACTS

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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 on Ariba; 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