

Amendment to Contracts 47022437, 47022431, and 47022432 Issued to Daniels Sharpsmart Canada Ltd. for the Provision of Non-Exclusive Supply, Delivery and Pick-Up of Biohazardous Waste Containers Including the Disposal of Biohazardous Waste

Date: March 9, 2021

To: Economic and Community Development Committee

From: Acting Chief and General Manager, Toronto Paramedic Services, Fire Chief and General Manager, Toronto Fire Services, General Manager, Shelter, Support and Housing Administration, and Chief Procurement Officer

Wards: All

SUMMARY

The purpose of this report is to request approval to amend existing contracts for Toronto Paramedic Services (TPS 47022437), Toronto Fire Services (TFS 47022431) and Shelter, Support and Housing Administration (SSHA 47022432), which were issued to Daniels Sharpsmart Canada Ltd. as a result of a corporate call RFQ Number 6034-19-0067, for the supply, delivery and of pick-up of biohazardous waste containers, including the disposal of biohazardous waste for a combined total increase of all contracts in the amount of \$1,107,000 (\$1,126,483 net of HST recoveries).

The amendment is required to address the increase of frequency of services for additional pick-up and disposal of biohazardous waste as a result of an increased rate of usage of personal protective equipment (PPE) arising out of the COVID-19 pandemic as well as an increased number of SSHA facilities requiring such services. The current PPE usage/disposal rate could not have been predicted when the original contract was issued by PMMD in October 2019, prior to the pandemic. This amendment is intended to avoid overspending of the contract over its remaining life until August 31, 2022, and to address the increased rate of PPE usage identified above.

TPS, TFS and SSHA will be seeking 100 percent recovery of additional funding from the Province for the required, additional pick-up services outlined in this report which have arisen directly out of the COVID-19 pandemic.

RECOMMENDATIONS

The Acting Chief and General Manager, Toronto Paramedic Services, the Fire Chief and General Manager, Toronto Fire Services, the General Manager, Shelter, Support and Housing Administration, and the Chief Procurement Officer recommend that:

1. The Economic and Community Development Committee, in accordance with Section 71-11.1C of City of Toronto Municipal Code Chapter 71 (Financial Control By-law), grant authority to amend the contracts with Daniels Sharpsmart Canada Ltd. by adding a combined total of \$1,107,000 (excluding all taxes and charges) as follows:

a. Toronto Paramedic Services Contract Number 47022437 - Adding \$857,000 excluding all taxes and charges (\$872,083 net of HST recoveries), increasing the current value of this contract from \$605,433 excluding all taxes and charges (\$616,089 net of all HST recoveries) to \$1,462,433 excluding all taxes and charges (\$1,488,172 net of all HST recoveries);

b. Toronto Fire Services Contract Number 47022431 - Adding \$100,000 excluding all taxes and charges (\$101,760 net of HST recoveries), increasing the current value of this contract from \$34,958 excluding all taxes and charges (\$35,573 net of all HST recoveries) to \$134,958 excluding all taxes and charges (\$137,333 net of all HST recoveries); and

c. Shelter, Support and Housing Administration Contract Number 47022432 - Adding \$150,000 excluding all taxes and charges (\$152,640 net of HST recoveries), increasing the current value of this contract from \$56,428 excluding all taxes and charges (\$57,421 net of all HST recoveries) to \$206,428 excluding all taxes and charges (\$210,061 net of all HST recoveries).

FINANCIAL IMPACT

The combined total for an additional amount of \$1,107,000 excluding all taxes and charges (\$1,126,483 net of HST recoveries), increases the current issued contracts' values from \$1,131,033 to \$2,238,033 excluding all taxes and charges (\$1,150,939 to \$2,277,422 net of HST recoveries). The additional requested amount covers the period up to and including the annual optional year, expiring August 31, 2022. Efforts will be made to seek 100 percent recovery of this additional funding from the Province for the required, additional pick-up services outlined in this report which have arisen directly out of the COVID-19 pandemic.

The amendment value required per contract is as follows:

1. Toronto Paramedic Services Contract Number 47022437 for additional funding of \$857,000 excluding all taxes and charges (\$872,083 net of HST recoveries) increases the current value of this contract from \$605,433 excluding all taxes and charges (\$616,089 net of all HST recoveries) to \$1,462,433 excluding all taxes and charges (\$1,488,172 net of all HST recoveries).

2. Toronto Fire Services Contract Number 47022431 for additional funding of \$100,000 excluding all taxes and charges (\$101,760 net of HST recoveries) increases the current value of this contract from \$34,958 excluding all taxes and charges (\$35,573 net of all HST recoveries) to \$134,958 excluding all taxes and charges (\$137,333 net of all HST recoveries).

3. Shelter, Support and Housing Administration Contract Number 47022432 for additional funding of \$150,000 excluding all taxes and charges (\$152,640 net of HST recoveries) increases the current value of this contract from \$56,428 excluding all taxes and charges (\$57,421 net of all HST recoveries) to \$206,428 excluding all taxes and charges (\$210,061 net of all HST recoveries).

Funding is available in the 2021 Council Approved Operating Budgets for Toronto Paramedic Services, Toronto Fire Services and Shelter, Support and Housing Administration. Funding will also be requested in the 2022 Operating Budget Submission for each of these three Divisions.

Funding details are provided in the Table 1 below:

Table 1 (Net of HST Recovery)

Division	Cost Centres	Cost Elements	2021	Jan 1 to Aug 31, 2022	Total
Toronto Paramedic Services	Various cost centres	4424/4440	\$465,043	\$407,040	\$872,083
Toronto Fire Services	FR0017	4440	\$61,056	\$40,704	\$101,760
Shelter, Support and Housing Administration	F01124 F03072 F03323 F03223 F01336 F01223	4025	\$91,584	\$61,056	\$152,640
Funding Increase (Net HST Recovery)			\$617,683	\$508,800	\$1,126,483

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

DECISION HISTORY

At its meeting of September 12, 2019, Bid Award Panel awarded City-wide call RFQ #6034-19-0067 to Daniels Sharpsmart Canada Ltd. As a result, on October 9, 2019, PMMD issued eight (8) blanket contracts with an original target value of \$475,601 excluding taxes, for the provision of the non-exclusive supply, delivery and pick-up of biohazardous waste containers including the disposal of biohazardous waste, for a one (1) year period with four (4) option years to renew the contract.

COMMENTS

The additional pick-up services for biohazardous waste requested in the report are required directly as a result of an increased rate of usage of PPE arising out of the ongoing COVID-19 pandemic, as well as the increased number of SSHA facilities requiring such services. The current PPE usage rate could not have been predicted when the original contract was issued by PMMD in October 2019, prior to the pandemic.

In 2020, amendments to the TPS and SSHA contracts were made directly as a result of the COVID-19 pandemic. TPS had submitted two amendments, which were approved by staff delegated authority, totalling \$485,973 net of all taxes. The first amendment was approved on March 19, 2020, in the amount of \$5,973 net of all taxes and the second amendment on July 30, 2020, in the amount of \$480,000 net of all taxes. On August 27, 2020, SSHA's contract was amended by an additional \$14,000, increasing the target value from \$42,428 to \$56,428 (excluding taxes).

For TPS, the pandemic has greatly increased the need for Paramedics and Operational Support staff to dispose of PPE following patient interactions and equipment and vehicle cleaning. To prevent cross-contamination, these biohazardous materials, which include masks and gowns, must be disposed of using hazardous waste bins and be transported to appropriate disposal locations.

CONTACT

Mark Stuart Adams, Commander, Materials Management and Equipment Services, Toronto Paramedic Services, 416-392-2082, mark.adams@toronto.ca

Arnold Louie, Manager, Facilities and Materials Management, Toronto Fire Services, 416-338-9071, arnold.louie@toronto.ca

Mina Fayez-Bahgat, Director, Program Support, Shelter, Support and Housing Administration, 416-397-4161, mina.fayez-bahgat@toronto.ca

Elena Caruso, Manager, Goods and Services, Purchasing and Materials Management, 416-392-7316, elena.caruso@toronto.ca

SIGNATURE

Mary-Anne Bédard
General Manager
Shelter, Support and Housing Administration

for
Matthew Pegg
Fire Chief and General Manager
Toronto Fire Services

Gord McEachen
Acting Chief and General Manager
Toronto Paramedic Services

Mike Pacholok
Chief Procurement Officer