

Amendment to Blanket Contract Number 47020630 Issued to Attridge Transportation Inc. for School Bus Services for Homelessness Initiatives and Prevention Services

Date: May 11, 2021

To: Economic and Community Development Committee

From: General Manager, Shelter, Support and Housing Administration and the Chief Procurement Officer

Wards: All

SUMMARY

The purpose of this report is to request authority to amend the existing Contract Number 47020630 awarded to Attridge Transportation Inc. as a result of Request for Quotation Number 6141-17-0060 for the non-exclusive provision of school bus services, as and when required, for various shelter locations. The current contract is in the third option year term ending May 31, 2021, with an additional option year term remaining. The contract amendment for an additional amount of \$1,000,000 net of all taxes (\$1,017,600 net of HST recoveries) is being requested to maintain continuity of services and ensure the contract remains in compliance based on the unanticipated increase in transportation services required.

In order to meet the Medical Officer of Health's order to physically distance and self-isolate clients if experiencing symptoms of COVID-19, Shelter, Support and Housing Administration (SSHA) was directed to open additional shelter facilities. Since the beginning of the pandemic, SSHA has opened more than 40 additional shelters across the City resulting in more unanticipated transportation services to be provided to a growing population as a direct result of COVID-19. The target value for this Blanket Contract established for these services has been exceeded due to the COVID-19 pandemic and Winter Respite Bedded Programs.

RECOMMENDATIONS

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, authorize an amendment to existing Contract Number 47020630 issued to Attridge Transportation

Inc. for the non-exclusive supply of school bus services to the Shelter, Support and Housing Administration Division in the amount of \$1,000,000 net of Harmonized Sales Tax (\$1,017,600 net of Harmonized Sales Tax recoveries), increasing the contract value from \$65,821.28 to \$1,065,821.28 net of Harmonized Sales Tax.

FINANCIAL IMPACT

The requested amendment to Contract Number 47020630 is \$1,000,000 net of HST, \$1,017,600 net of HST recoveries. The amendment is needed to maintain continuity of services and the increase of unanticipated demands to cover the costs of transportation services for the homelessness community that supports the increase in regular shelter demand during the pandemic. The increase in contract value will allow the City to spend but it will be non-committed until expensed.

To support these programs, funding is available in the 2021 Operating Budget for SSHA. Any approval in principle will also require funding approval through the 2022 budget process for SSHA to fund this amendment.

These financial impacts are detailed in Table 1 to follow:

Table 1: Financial Impact

Budget Year	2021	2022
Cost Centre/Cost Element General Ledger: HS100X – 4580	\$814,080	\$ 203,520
Total \$ Amount (Net of HST Recoveries)	\$1,017,600	

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

DECISION HISTORY

Bid Award Panel granted authority to award a Blanket Contract on May 3, 2017, report BA20.8 Award of Request for Proposal 6141-17-0060 for the non-exclusive provision of School Bus Services (including bus rental, driver fuel, insurance and any other related costs that may be incurred) to and from various out trip locations from the date of award to May 31, 2018, with the option to renew for four (4) one (1) year periods;
<http://app.toronto.ca/tmmis/viewAgendaItemHistory.do?item=2017.BA20.8>

COMMENTS

On March 23, 2020 the Mayor declared a state of emergency for the City of Toronto due to the COVID-19 pandemic. Based on directions from the Medical Officer of Health all non-essential services and City facilities have been closed to reduce the spread of COVID-19. The provision of Shelter Services is an essential service and continues to be available to secure additional shelter options for homeless clients including temporary and permanent housing.

SSHA operates an emergency shelter system for people facing homelessness and continues to experience a high demand for services that exceed the regular system capacity. In response to the pandemic SSHA has opened 40+ additional shelters across the City resulting in more unanticipated transportation services to be provided to a growing population as a direct result of Covid-19. The target value for this Blanket Contract established for these services has been exceeded due to the COVID-19 pandemic.

SSHA continues to meet the essential needs of homeless clients. The need to transport clients to new self-isolation spaces has had unforeseen the provision of bus services from directly operated shelters and new COVID facilities where required. As a result the current contract is over-spent and more value is needed to continue to provide essential transportation services for our homeless clients as part of this COVID-19 pandemic response.

The Fair Wage Office has reported that the recommended firms have indicated that they have reviewed and understand the Fair Wage Policy and Labour Trades requirements and have agreed to comply fully.

CONTACT

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SIGNATURE

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General Manager, Shelter, Support and Housing Administration

Michael Pacholok
Chief Procurement Officer