

Amendment to Blanket Contract Number 47022573 to A.S.P. Incorporated for the Provision of Contracted Security Services at Shelters and Respite Centres

Date: May 11, 2021

To: Economic and Community Development Committee

From: Executive Director, Corporate Real Estate Management and the Chief Procurement Officer

Wards: All

SUMMARY

The purpose of this report is to request authority to amend and increase the value of Blanket Contract Number 47022573 issued to A.S.P. Incorporated as a result of Request for Proposal (R.F.P.) Number 9101-19-0198, for the provision of contracted security services for shelters and respite centres, for a period of three (3) years from the date of award, January 13, 2020 to January 12, 2023, with the option to renew for one (1) additional one (1) year period. The total amendment being requested is for an additional amount of \$7,250,075 net of all taxes and charges (\$7,377,676 net of Harmonized Sales Tax recoveries), increasing the overall contract value from \$14,179,377 to \$21,429,452 net of all taxes and charges (\$21,806,610 net of Harmonized Sales Tax recoveries).

As a result of the COVID-19 pandemic, the number of shelter and respite centre sites allotted under this contract has doubled, with additional sites being opened in 2021. Corporate Real Estate Management is requesting an amendment to the contract to cover the current and forecasted over expenditures and accommodate the ongoing contracted services provided at new shelters and respite centres, without interruption.

RECOMMENDATIONS

The Executive Director, Corporate Real Estate Management 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 Blanket Contract Number 47022573 issued to A.S.P. Incorporated for the provision of contracted security services in the amount of \$7,250,075 net of all taxes and charges (\$7,377,676 net of Harmonized Sales Tax recoveries), increasing the overall contract value from \$14,179,377 to \$21,429,452 net of all taxes and charges (\$21,806,610 net of Harmonized Sales Tax recoveries).

FINANCIAL IMPACT

The requested amendment to Blanket Contract Number 47022573 is \$7,250,075 net of all taxes and charges (\$7,377,676 net of Harmonized Sales Tax recoveries). This will increase the contract value from \$14,179,377 net of taxes and charges (\$14,428,934 net of Harmonized Sales Tax recoveries) to \$21,429,452 net of all taxes and charges, (\$21,806,610 net of Harmonized Sales Tax recoveries). Funding is included in the Council Approved 2021 Operating Budget for Shelter, Support and Housing Administration under Cost Centre HS100X.

Seventy-five percent of Shelter, Support and Housing Administration's COVID-19 expenses have been recovered through Federal Government funding to date. Shelter, Support and Housing Administration has submitted 2021 COVID-19 expenses to be recovered by federal funding.

The Chief Financial Officer and Treasurer has reviewed this report and agrees with the financial implications as identified in the Financial Impact section.

DECISION HISTORY

At its meeting on December 24, 2019, the Bid Award Panel adopted Report BA60.3 - Award of Request for Proposal 9101-19-0198 to A.S.P. Incorporated for the Provision of Security Guard Services.

<http://app.toronto.ca/tmmis/viewAgendaItemHistory.do?item=2019.BA60.3>

COMMENTS

In 2019, the City of Toronto awarded A.S.P. Incorporated a competitively-sourced contract for the provision of contracted security services for shelters and respite centres, for a period of three (3) years from the date of award, January 13, 2020 to January 12, 2023, with the option to renew for one (1) additional one (1) year period. The contract included six (6) sites, however, an additional site was added shortly after the contract was awarded, bringing the total number of sites to seven (7). The awarded contract contains procedures to add additional locations and quantities of security guards in order to respond to the ever-changing security needs of City divisions.

In 2020, in response to the COVID-19 pandemic, the Shelter, Support and Housing Administration Division rapidly opened new shelter sites to serve people experiencing homelessness and to ensure prevention, mitigation, and recovery against COVID-19 in the existing shelter system. A total of seventeen (17) new sites were opened. Under the contract provisions, Corporate Real Estate Management added eight (8) additional locations to A.S.P. Incorporated's contract, bringing the total number of sites under A.S.P. Incorporated's contract to fifteen (15). The contract was amended in February 2021 to accommodate the new sites, with no change to the overall value of the contract. Due to staffing challenges, A.S.P. Incorporated was unable to staff the majority of new locations with limited notice, and consequently Corporate Real Estate Management engaged Star Security Incorporated to provide security guard services to the new sites.

on a temporary basis.

In April 2021, the Economic and Community Development Committee authorized an amendment to a contract with Star Security Inc. for the provision of security guards services a number of sites (Item 2021.EC21.9). This ensured service continuity at sites serviced by this vendor.

However, a transition plan is in place to move ten (10) of the locations currently serviced by Star Security Incorporated, to A.S.P. Incorporated until a new contract is in place, as A.S.P. Incorporated is the vendor of record. The City will soon issue a new competitive solicitation with an expected award date of October 1, 2021. At that time, all but the seven sites not under the original contract with A.S.P. Incorporated will be awarded to the new vendor(s).

The amendment requested seeks to increase the contract value in order to continue to provide security services to the eight (8) additional sites added to A.S.P. Incorporated's contract in 2020, at a cost of \$5,747,278, and for the transition of an additional ten (10) sites, currently serviced by Star Security, at a cost of \$1,502,797. Therefore the total amendment requested to Blanket Contract Number 47022573 is \$7,250,075 net of all taxes and charges (\$7,377,676 net of Harmonized Sales Tax recoveries).

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SIGNATURE

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