



BID AWARD PANEL CONTRACT AWARD

Award of Ariba Document Number 2821066651 to Safedesign Apparel Ltd. for the Non-Exclusive Supply and Delivery of Gauntlet Style Fire Fighting Gloves to various Purchasing and Materials Management Locations

Date: January 6, 2022
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 2821066651

Description:

For the non-exclusive supply and delivery of Gauntlet Style Fire Fighting Gloves to various Purchasing and Materials Management (Stores) locations from the date of award to November 30, 2022, with the option to renew the Contract for additional four (4) years period at the sole discretion of the City and subject to budget approval(s).

Prior to the renewal of the contract, PMMD will perform a market analysis to verify the current market conditions as compared to the proposed increase by the vendor and that the Stores Division will monitor vendor performance during the first term of the contract.

Should the option(s) be exercised, then the Manager of Materials Management and Stores will request the Director of Purchasing and Materials Management to process the renewals under the same terms and conditions.

Recommended Supplier:

Safedesign Apparel Ltd.

Contract Award Value:

\$167,863 net of all applicable taxes and charges (including 25% for miscellaneous items)
\$189,685 including HST and all applicable charges
\$170,817 net of HST recoveries

Contract is expected to start on date of award and end on November 30, 2022

Option Year 1 (December 1, 2022 to November 30, 2023)

\$172,898 net of all applicable taxes and charges (including 25% for miscellaneous items)

\$195,375 including all applicable taxes and charges

\$175,941 net of HST recoveries

Option Year 2 (December 1, 2023 to November 30, 2024)

\$178,085 net of all applicable taxes and charges (including 25% for miscellaneous items)

\$201,236 including all applicable taxes and charges

\$181,220 net of HST recoveries

Option Year 3 (December 1, 2024 to November 30, 2025)

\$183,428 net of all applicable taxes and charges (including 25% for miscellaneous items)

\$207,274 including all applicable taxes and charges

\$186,656 net of HST recoveries

Option Year 4 (December 1, 2025 to November 30, 2026)

\$188,931 net of all applicable taxes and charges (including 25% for miscellaneous items)

\$213,492 including all applicable taxes and charges

\$192,256 net of HST recoveries

The **total potential contract award including all option years is \$906,890 net of HST recoveries**, \$1,007,061 including all applicable taxes and charges and \$891,205 net of all applicable taxes and charges

The above cost calculations reflect an estimated 3% in Consumer Price Index (CPI) adjustment applied annually to the yearly cost after the initial year.

FINANCIAL IMPACT

The total potential contract award identified in this report including the option year is \$1,007,061 including all applicable taxes and charges. The total potential cost to the City including the option years is \$906,890 net of HST recoveries.

The materials on this contract will be purchased for PMMD Stores inventory purposes. The material value will be held in inventory holding Balance Sheet accounts (160004, 160026, 160049, 160067, 160068, 160082, 160083, 160085, 160171) until City Divisions require the material to support their work programs at which time the material value is charged to the appropriate Divisions' approved operating budgets.

Funding for Date of award to December 31, 2021 will be included in the appropriate Divisions' 2021 Operating Budget Submissions and should all the option years be exercised, if required, appropriate additional funding, will be requested in the 2022-2026 budget submissions. The details are as follows:

Table 1: Financial Impact Summary of Recommended Contract

Period	Cost Centre 160004, 160026, 160049, 160067, 160068, 160082, 160083, 160085,160171	Total (net of HST Recoveries)
Date of Award – December 31, 2021	\$14,235	
January 1, 2022 – November 30, 2022	\$156,582	
Total: Contract Period	\$170,817	\$170,817
Total: 2021 Budget Year	\$14,235	
December 1, 2022 to December 31, 2022	\$14,662	
January 1, 2023 – November 30, 2023	\$161,280	
Total: Option Year 1	\$175,941	\$175,941
Total: 2022 Budget Year	\$171,244	
December 1, 2023 to December 31, 2023	\$15,102	
January 1, 2024 – November 30, 2024	\$166,118	
Total: Option Year 2	\$181,220	\$181,220
Total: 2023 Budget Year	\$176,381	
December 1, 2024 to December 31, 2024	\$15,555	
January 1, 2025 – November 30, 2025	\$171,102	
Total: Option Year 3	\$186,656	\$186,656
Total: 2024 Budget Year	\$181,673	
December 1, 2025 to December 31, 2025	\$16,021	
January 1, 2026 – November 30, 2026	\$176,235	
Total: Option Year 4	\$192,256	\$192,256
Total: 2025 Budget Year	\$187,123	
Total: 2026 Budget Year	\$176,235	
Grand Total	\$906,890	\$906,890

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

SOLICITATION SUMMARY

Solicitation Issued: March 11, 2021
Number of Addenda Issued: One (1)
Number of Bids: Three (3)

Solicitation Closed: April 12, 2021

Table 2: Summary of Bids Received for including bid price;

Supplier Name	Bid Price (including 25% Miscellaneous, excluding H.S.T.)
SPI Health and Safety	\$125,966
Time-Tell Nig Ltd	\$533,489
Safedesign Apparel Ltd.*	\$167,863

*Above amount is including 25% miscellaneous items.

DIVISION CONTACTS

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Craig Mavin Manager, Materials Management & Stores Purchasing & Materials Management Division Telephone: 416-392-6764 E-Mail: cmavin@toronto.ca

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; 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

Sandra Lisi for
Michael Pacholok
Chief Procurement Officer