



BID AWARD PANEL CONTRACT AWARD

Award of Ariba Document Number 3276019119 to 3M Canada Company for the Non-exclusive supply and delivery of Reflective and Non-Reflective Sheeting, on an as and when required basis for Transportation Services

Date: February 10, 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 3276019119

Description:

For the Non-exclusive supply and delivery of Reflective and Non-Reflective Sheeting, on an as and when required basis For City of Toronto's Transportation Services Division from date of award to December 31, 2023 all in accordance with the provisions and specifications contained in this Ariba Doc.

Recommended Supplier:

3M Canada Company

Contract Award Value:

\$511,359 net of all applicable taxes and charges
\$577,835 including HST and all applicable charges
\$520,358 net of Harmonized Sales Tax recoveries

The contract is expected to start on date of award and end on December 31, 2023

The engineering estimate for this project is \$500,747 net of all taxes and charges.

FINANCIAL IMPACT

The total contract award identified in this report is \$577,835 including all applicable taxes and charges. The total cost to the City is \$520,358 net of HST recoveries.

Funding is available in the 2022 Staff Recommended Operating Budget for Transportation Services and additional funds will be requested as part of the 2023 Operating Budget Submission for Transportation Services. Additional funding details follow in Table.

Table 1: Financial Impact Summary of Recommended Contract

Cost Centre and GL	Date of Award - December 31, 2022	January 1, 2023 - December 31, 2023	Total (Net HST recoveries)
TS6010 - GL 2547	\$260,179	\$260,179	\$520,358

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

SOLICITATION SUMMARY

Solicitation Issued: December 22, 2021

Solicitation Closed: January 18, 2022

Number of Addenda Issued: Two (2)

Number of Bids: One (1)

Table 2: Summary of Bids Received Including Bid Price:

Supplier Name	Bid Price (excluding H.S.T)
3M Canada Company	\$ 511,358.20

DIVISION CONTACTS

Sabrina Dipietro, Manager, Goods & Services, Purchasing & Materials Management, 416-397-4809, Sabrina.Dipietro@toronto.ca

Barbara Gray, General Manager Transportation Services, Infrastructure & Development Services, 416-392-8431, Barbara.Gray@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

Michael Pacholok
Chief Procurement Officer