



BID AWARD PANEL CONTRACT AWARD

Award of Ariba Document Number 3183911235 to Fairview Glass and Mirror Ltd., for the Provision of Glass and Glazing Repair Services for various City of Toronto locations

Date: March 3, 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 Document Number 3183911235.

Description:

For the provision of Glass and Glazing Repair Services for the following divisions: Corporate Real Estate Management, Parks Forestry and Recreation, and Toronto Parking Authority to the Successful Supplier, for an initial three (3) year contract term from the date of award to January 31, 2025, plus two (2) separate one (1) year options.

Should the option(s) years be exercised, then the Executive Director, Corporate Real Estate, will request the Chief Procurement Officer to process the renewals under the terms and conditions outlined in the Agreement.

Recommended Supplier:

Fairview Glass and Mirror Ltd.

Contract Award Value:

\$7,844,820 net of all applicable taxes and charges (all three divisions combined)

\$8,864,647 including all applicable taxes and charges

\$7,982,889 net of HST recoveries

Contract is expected to start from date of award and end on January 31, 2025.

Corporate Real Estate Management:

\$5,838,090 net of all applicable taxes and charges

\$6,597,042 including all applicable taxes and charges

\$5,940,840 net of HST recoveries

Parks, Forestry, and Recreation:

\$2,006,730 net of all applicable taxes and charges

\$2,267,605 including all applicable taxes and charges

\$2,042,048 net of HST recoveries

Option Period 1 (one year): February 1, 2025 through January 31, 2026

Corporate Real Estate Management:

\$1,984,951 net of all applicable taxes and charges

\$2,242,994 including all applicable taxes and charges

\$2,019,886 net of HST recoveries

Parks, Forestry, and Recreation:

\$682,288 net of all applicable taxes and charges

\$770,986 including all applicable taxes and charges

\$694,296 net of HST recoveries

Option Period 2 (one year): February 1, 2026 through January 31, 2027

Corporate Real Estate Management:

\$2,024,650 net of all applicable taxes and charges

\$2,287,854 including all applicable taxes and charges

\$2,060,283 net of HST recoveries

Parks, Forestry, and Recreation:

\$695,934 net of all applicable taxes and charges

\$786,405 including all applicable taxes and charges

\$708,182 net of HST recoveries

The total potential contract award to Fairview Glass and Mirror Ltd., including all option years, is \$13,232,642 exclusive of HST and \$14,952,884 inclusive of all applicable taxes and charges. **The total potential cost to the City, including all option years is \$13,465,536 net of HST recoveries.**

The above cost calculations reflect a 2% CPI adjustment applied annually to the yearly cost after the initial year.

FINANCIAL IMPACT

The total potential contract award to Fairview Glass and Mirror Ltd., including all option years, is \$13,232,642 exclusive of HST and \$14,952,884 inclusive of all applicable taxes and charges. The total potential cost to the City including all option years is \$13,465,536 net of HST recoveries.

The above cost calculations reflect a 2% CPI increase applied in option years 1 (year 4 of contract) and option year 2 (year 5 of contract) annually to year's cost after the initial three (3) year period.

Funding is available in the 2022-2031 Approved Capital Budgets and Plans for Corporate Real Estate Management and Parks, Forestry & Recreation Divisions. Funding is also available in the 2022 Approved Operating Budget for Parks, Forestry and Recreation and additional funding will be included in the 2023-2024 Operating Budget Submissions for Parks, Forestry & Recreation. Should the City exercise the option(S) to renew for an additional two (2) separate one (1) option year periods, then additional funding will be included in the 2025-2027 Operating Budget Submissions of Parks, Forestry and Recreation. Additional funding details follow in Table 1.

Table 1: Financial Impact Summary of Recommended Contract (net of HST recoveries)

Division	Description	WBS Account / Cost Centre	GL Account info	Date of Award to December 31, 2022	January 1, 2023 to December 31, 2023	January 1, 2024 to December 31, 2024	2025 (Option year 1)	2026 (Option year 2)	2027 (Option year 2)	Total 5-year
CREM		FA100-30.S	4424, 4461	\$1,815,257	\$1,980,280	\$1,980,280	\$2,016,585	\$2,056,917	\$171,690	\$10,021,010
Parks	CAMP (SGR) Arenas	CPR121-48-01	4420	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000		\$1,000,000
	CAMP (SGR) Community Centres	CPR123-48-01	4420	\$273,959	\$330,683	\$330,683	\$493,162	\$507,025	\$59,015	\$1,994,527
	East District P00833	P00833	4407,4420 4424,4431 4443,4461	\$30,000	\$30,000	\$30,000				\$90,000
	North District	P00859 and P00853	4407,4420 4424,4431 4443,4461	\$60,000	\$60,000	\$60,000				\$180,000
	South District	P12081	2530, 2575	\$30,000	\$30,000	\$30,000				\$90,000
	West District	P00898	4407,4420 4424,4431 4443,4461	\$30,000	\$30,000	\$30,000				\$90,000
Total				\$2,439,216	\$2,660,963	\$2,660,963	\$2,709,747	\$2,763,942	\$230,705	\$13,465,537

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

SOLICITATION SUMMARY

Solicitation Issued: October 15, 2021 **Solicitation Closed:** December 10, 2021

Number of Addenda Issued: Seven (7)

Number of Bids: Two (2)

Table 2: Summary of Bids Received including bid price

Supplier Name	Bid Price (excluding H.S.T.)
Fairview Glass and Mirror Ltd.	\$2,614,940
Sudden Impact Glass Service Inc.	\$2,717,496

Both Suppliers met mandatory qualifications requirements

DIVISION CONTACTS

Jagjeet Sohanpal, Coordinator, Facilities Sourcing, Corporate Real Estate, 437-881-2692, jsohanp@toronto.ca

Scott Helsel, Manager, Facilities Sourcing, Corporate Real Estate, 647-473-6170, scott.helsel@toronto.ca

Scott Topping, General Supervisor, Technical Services North District, Parks Operations & Technical Services, 647-473-6170, scott.topping@toronto.ca

Justin Lau, Manager, Purchasing Client Services, Purchasing and Materials Management Division, Tel: 416-392-7316, Email: Justin.Lau@toronto.ca

COMMENTS

For the recommended contract award, the following requirements have been met:

- a. The firm recommended for award is the lowest price Supplier 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

Mike Pacholok
Chief Procurement Officer