



BID AWARD PANEL CONTRACT AWARD

Award of Ariba Document Number 33300692625 to Various Suppliers for the provision of Minor Building Maintenance for Seniors Services and Long-Term Care Division

Date: April 27, 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 (RFQ), Ariba Document Number 3330092625

Description:

For the provision of minor building maintenance service for Seniors Services and Long-Term Care for a period of one (1) year, with the option to renew the contract for four (4) additional one (1) year periods.

Should the option(s) be exercised, then the Director of Seniors Services and Long-Term Care will request the Chief Procurement Officer to process the renewals under the same terms and conditions.

This RFQ was issued for the City of Toronto's Seniors Services and Long-Term Care Division to award contracts to the two (2) lowest bidders per the RFQ deliverables. The two (2) lowest bidders will be the primary vendors and awarded two separate blanket contracts.

Recommended Suppliers:

1. Tribro Group Ltd.
2. Cosar GC PM

Contract Award Value:

1. Tribro Group Ltd. – Lowest Bidder

\$547,460 net of all applicable taxes and charges
\$618,629 including HST and all applicable charges

\$557,095 net of HST recoveries

Contract is expected to start on Date of Award and April 30, 2023.

Option Year 1 (May 1, 2023 to April 30, 2024)

\$563,883 net of all applicable taxes and charges

\$637,188 including HST and all applicable charges

\$573,808 net of HST recoveries

Option Year 2 (May 1, 2024 to April 30, 2025)

\$580,800 net of all applicable taxes and charges

\$656,304 including HST and all applicable charges

\$591,022 net of HST recoveries

Option Year 3 (May 1, 2025 to April 30, 2026)

\$598,224 net of all applicable taxes and charges

\$675,993 including HST and all applicable charges

\$608,753 net of HST recoveries

Option Year 4 (May 1, 2026 to April 30, 2027)

\$616,171 net of all applicable taxes and charges

\$696,273 including HST and all applicable charges

\$627,015 net of HST recoveries

Total Potential Contract Award Value to Tribro Group Ltd

\$2,906,539 net of all applicable taxes and charges

\$3,284,389 including HST and all applicable charges

\$2,957,694 net of HST recoveries

2. Cosar GC PM – Second Lowest Bidder

\$547,435 net of all applicable taxes and charges

\$618,602 including HST and all applicable charges

\$557,070 net of HST recoveries

Contract is expected to start on Date of Award and end on April 30, 2023

Option Year 1 (May 1, 2023 to April 30, 2024)

\$563,858 net of all applicable taxes and charges

\$637,160 including HST and all applicable charges

\$573,782 net of HST recoveries

Option Year 2 (May 1, 2024 to April 30, 2025)

\$580,774 net of all applicable taxes and charges

\$656,275 including HST and all applicable charges

\$590,995 net of HST recoveries

Option Year 3 (May 1, 2025 to April 30, 2026)
\$598,197 net of all applicable taxes and charges
\$675,963 including HST and all applicable charges
\$608,725 net of HST recoveries

Option Year 4 (May 1, 2026 to April 30, 2027)
\$616,143 net of all applicable taxes and charges
\$696,242 including HST and all applicable charges
\$626,987 net of HST recoveries

Total Potential Contract Award Value to Cosar GC PM

\$2,906,409 net of all applicable taxes and charges
\$3,284,242 including HST and all applicable charges
\$2,957,562 net of HST recoveries

The total potential contract award identified in this report for all two (2) contracts including option year is \$6,568,632 including all applicable taxes and charges and \$5,812,949 net of all applicable taxes and charges. **The potential cost to the City for all two (2) contracts including option year is \$5,915,257 net of HST recoveries.**

The above cost calculations reflect a 3% CPI adjustment applied annually to the yearly cost after the initial year.

FINANCIAL IMPACT

The total potential contract award identified in this report for all two (2) contracts including option year is \$6,568,632 including all applicable taxes and charges and \$5,812,949 net of all applicable taxes and charges. The potential cost to the City for all two (2) contracts including option year is \$5,915,257 net of HST recoveries.

Funding is available in the 2022 Approved Budget and has been included in the 2023 Operating Budget Outlook for Senior Services and Long-Term Care Division. Should the optional period be exercised, appropriate additional funding will be requested in the 2023-2024 Operating Budget Submissions. Funding details are summarized in Table 1 as follows:

Table 1: Financial Impact Summary of Recommended Contract

Seniors Services and Long-Term Care SSLTC Operational Budget: D3*061/4407,4444,4469 Functional Area: 1610000000	Net of HST Recoveries
Initial Year Period (Date of Award to December 31, 2022)	\$742,777
Initial Year Period (January 1 to April 30, 2023)	\$371,388
Option Year 1 (May 1, 2023 to December 31, 2023)	\$765,060

Seniors Services and Long-Term Care SSLTC Operational Budget: D3*061/4407,4444,4469 Functional Area: 1610000000	Net of HST Recoveries
Option Year 1 (January 1 to April 30, 2024)	\$382,530
Option Year 2 (May 1, 2024 to December 31, 2024)	\$788,012
Option Year 2 (January 1 to April 30, 2025)	\$394,006
Option Year 3 (May 1, 2025 to December 31, 2025)	\$811,652
Option Year 3 (January 1 to April 30, 2026)	\$405,826
Option Year 4 (May 1, 2026 to December 31, 2026)	\$836,002
Option Year 4 (January 1 to April 30, 2027)	\$418,001
Grand Total	\$5,915,257

The Chief Financial Officer and Treasurer has reviewed this report and agrees with information included in the Financial Impact section.

SOLICITATION SUMMARY

Solicitation Issued: February 11th, 2022

Solicitation Closed: March 11th,

2022

Number of Addenda Issued: Two (2)

Number of Bids: Ten (10)

Table 2: Summary of Bids Received for RFQ, Ariba Doc No.3330092625 including Total Base Bid Price Including H.S.T**

Supplier Name	Evaluated Bid Price (Excluding H.S.T)**
TRIBRO GROUP LTD	\$193,400
SQM JANITORIAL SERVICES INC. *	\$203,217
COSAR GC PM	\$222,378
MARTINWAY CONTRACTING LTD	\$268,625
DIRECT CONSTRUCTION COMPANY *	\$293,232
HANDYMAN PRO	\$295,625
BES CONTRACTING *	\$299,700
NEWPARK CONTRACTING INC *	\$340,950
SURE GENERAL CONTRACTORS INC *	\$375,720

Supplier Name	Evaluated Bid Price (Excluding H.S.T)**
JOE PACE & SONS CONTRACTING INC	\$569,350

* Non-Compliant according to the specifications in the RFQ mandatory requirements.

** Total Base Bid Price calculated based on total quantity in RFQ pricing form

DIVISION CONTACTS

Kelly Lee McGarry, Manager, Purchasing & Materials Management, Tel: 416-392-1492, Email: KellyLee.McGarry@toronto.ca

Dana Tulk, Director, Management Services, Seniors Services and Long-Term Care, Tel: 416-392-9061, Email: Dana.Tulk@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 submitted electronically in Ariba; 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