



BID AWARD PANEL CONTRACT AWARD

Award of Ariba RFQ No. Doc3256764509 to Bayshore Healthcare Ltd for the provision of Agency Staffing Solution – Registered Nurses, Registered Practical Nurses and Personal Support Workers for Seniors Services and Long-Term Care Division

Date: May 12, 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:
Ariba RFQ No. Doc3256764509

Description:
For the provision of Agency Staffing Solution - Registered Nurses, Registered Practical Nurses and Personal Support Workers for Seniors Services and Long-Term Care for a period of one (1) year, with the option to renew the contract for one (1) additional one (1) year period.

Should the option(s) be exercised, then the Director of Seniors Services and Long-Term Care will request the Director of Purchasing and Materials Management 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 lowest bidders per RFQ deliverables. The lowest bidders will be the primary vendor and awarded a blanket contract.

Recommended Supplier:
Bayshore Healthcare Ltd

Contract Award Value:
\$408,940 net of all applicable taxes and charges
\$462,102 including HST and all applicable charges
\$416,137 net of HST recoveries

Contract is expected to start on Date of Award and end on May 31, 2023.

Option Year 1 (June 1, 2023 to May 31, 2024)
\$421,208 net of all applicable taxes and charges
\$472,965 including HST and all applicable charges
\$428,621 net of HST recoveries

The total potential contract award identified in this report including option year is \$938,067 including all applicable taxes and charges and \$830,148 net of all applicable taxes and charges. The potential cost to the City including option year is \$844,759 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 including option year is \$938,067 including all applicable taxes and charges and \$830,148 net of all applicable taxes and charges. The potential cost to the City including option year is \$844,759 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: HA700-73/4199 Functional Area: 7160000000	Net of HST Recoveries
Initial Year Period From Date of Award to December 31, 2022	\$277,424
Initial Year Period From January 1, 2023 to May 31, 2023	\$138,712
Option Year 1 From June 1, 2023 to December 31, 2023	\$285,747
Option Year 1 From January 1, 2024 to May 31, 2024	\$142,873
Grand Total	\$844,759

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

SOLICITATION SUMMARY

Solicitation Issued: January 5th, 2022
Number of Addenda Issued: Zero (0)
Number of Bids: Eleven (11)

Solicitation Closed: February 1st, 2022

Table 2: Summary of Bids Received for RFQ, Ariba Doc No.3256764509 - Total Base Bid Price excluding H.S.T

Supplier Name	Evaluated Bid Price (Excluding H.S.T)**
PINNACLE STAFFING AGENCY *^	\$86,000
LANCESOFT INC. *	\$362,360
BAYSHORE HEALTCARE LTD.	\$408,940
AGTA HOME CARE AND NURSING INC	\$425,240
S.R.T MEDSTAFF	\$461,760
SPONTANEOUS PAID OPPORTUNITES TODAY INC	\$462,000
SOURCE MOMENTUM HEALTHCARE SOLUTIONS CORP.	\$501,480
2656601 ONTARIO INC.	\$573,096
NORDIK PREMIER HEALTH	\$728,000
AGAPELUV HEALTH SERVICES INC	\$741,000

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

^ Bid was submitted for only PSW portion of the RFQ

DIVISION CONTACTS

Kelly Lee McGarry, Manager, CSCMP, Purchasing Client Services, Purchasing & Material Management Division. 416-338-5574, Email: KellyLee.McGarry@toronto.ca

Richard Mendonca, Director (Acting), Management Services, Seniors Services and Long-Term Care, Tel: 416-392-5045, Email: Richard.Mendonca@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