



BID AWARD PANEL CONTRACT AWARD

Award of Ariba Document Number 3385384678 to Levitt Safety Limited for the supply, delivery and hydrostatic testing of Self-Contained Breathing Apparatus (SCBA) Cylinders for the City of Toronto's Toronto Fire Services.

Date: May 26, 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 3385384678

Description:

For the non-exclusive supply, delivery and hydrostatic testing of Self-Contained Breathing Apparatus (SCBA) Cylinders for the City of Toronto's Fire Services (TFS), for a period of one (1) year from date of award, with the option to renew the contracts for four (4) additional separate one (1) year periods.

Should the option(s) be exercised, then the Fire Chief and General Manager – Emergency Management, will request the Chief Procurement Officer to process the renewals under the same terms and conditions.

Recommended Supplier:

Levitt Safety Limited

Contract Award Value:

\$132,792 net of all applicable taxes and charges
\$150,055 including HST and all applicable charges
\$135,129 net of HST recoveries

The contract is expected to start on October 26, 2022, and end on October 25, 2023.

Option Year 1 (October 26, 2023, to October 25, 2024)
\$136,776 net of all applicable taxes and charges
\$154,557 including all applicable taxes and charges
\$139,183 net of HST recoveries

Option Year 2 (October 26, 2024, to October 25, 2025)
\$140,879 net of all applicable taxes and charges
\$159,193 including all applicable taxes and charges
\$143,359 net of HST recoveries

Option Year 3 (October 26, 2025 to October 25, 2026)
\$145,105 net of all applicable taxes and charges
\$163,969 including all applicable taxes and charges
\$147,659 net of HST recoveries

Option Year 4 (October 26, 2026 to October 25, 2027)
\$149,459 net of all applicable taxes and charges
\$168,888 including all applicable taxes and charges
\$152,089 net of HST recoveries

The total potential contract award identified in this report, including all options years is \$705,011 net of all taxes and \$796,662 including all applicable taxes and charges. **The total Potential cost to the City for both contract awards, including all option years, is \$717,419 net of HST recoveries.**

The Contract Award Value identified above, includes 20% for Miscellaneous Items applied to the Initial Term and Option Years, all in accordance with the Request for Quotation requirements.

The above cost calculations includes a 3% CPI adjustment applied annually to the yearly cost after the initial one (1) year period.

FINANCIAL IMPACT

The total potential contract award identified in this report is \$796,662 including all applicable taxes and charges. The total potential cost to the City is \$717,419 net of HST recoveries.

Funding in the amount of \$24,569 net of HST recoveries is included in the 2022 Approved Operating Budget for Toronto Fire Services, with funding required for 2023 included in the 2023 Operating Budget Submission for Toronto Fire Services.

Should the City choose to exercise its option to renew for the additional four (4) separate one (1) year periods, then appropriate additional funding, if needed, will be included in the 2023 – 2027 annual Operating Budget Submissions for Toronto Fire Services.

Funding details are provided in Table 1 to follow.

Table 1: Financial Impact Summary of Recommended Contract

Cost Centre / Cost Element	Initial Year		Option Year 1	Option Year 2	Option Year 3	Option Year 4	Total Contract Term net of HST Recoveries
	October 26, 2022 to December 31, 2022	January 1, 2023 to October 25, 2023	October 26, 2023 to October 25, 2024	October 26, 2024 to October 25, 2025	October 26, 2025 to October 25, 2026	October 26, 2026 to October 25, 2027	
C/C FR0024 / C/E 4424	\$24,569	\$110,560	\$139,183	\$143,359	\$147,659	\$152,089	\$717,419

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

SOLICITATION SUMMARY

Solicitation Issued: March 4, 2022
Number of Addenda Issued: None
Number of Bids: one (1)

Solicitation Closed: April 4, 2022

Table 2: Summary of Bids Received including bid price:

Supplier Name	Bid Price (excluding H.S.T.)
Levitt Safety Limited	\$110,660.00

DIVISION CONTACTS

Sabrina DiPietro, Manager, Infrastructure & Development Services, Purchasing Client Services, Purchasing and Materials Management Division, Tel: 416-397-4809, Email: Sabrina.DiPietro@toronto.ca

Debbie Higgins, Deputy Fire Chief Director, Fire Services Division, Tel: 416-338-9055, Email: Debbie.Higgins@toronto.ca

Rob Anselmi, Division Chief, Fire Services Division, Tel: 416-338-9103, Email: Rob.Anselmi@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

Kiruba Sankar
Acting Chief Procurement Officer