



BID AWARD PANEL CONTRACT AWARD

Award of Ariba Document Number 3246084628 to Various Suppliers for the Maintenance, Repairs and Testing of Emergency Generators for Various Divisions within the City of Toronto

Date: June 2, 2022
To: Bid Award Panel
From: Chief Procurement Officer (Acting)
Wards: All

RECOMMENDATIONS

The Acting 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 3246084628

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 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 and Fire Services Division to award contracts to the lowest bidders per RFQ biddable sections. The lowest bidders for each section will be the primary vendor and awarded the full contract value of the section Part A-North District, Part B-South District and Part C-Toronto Fire Services.

Recommended Supplier:

1. Power Station
2. Genrep Ltd

Contract Award Value:

1. Power Station – Lowest Bidder (Part A)

SSLTC

\$168,490 net of all applicable taxes and charges
\$190,393 including HST and all applicable charges
\$171,455 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)
\$173,544 net of all applicable taxes and charges
\$196,105 including HST and all applicable charges
\$176,599 net of HST recoveries

Option Year 2 (May 1, 2024 to April 30, 2025)
\$178,751 net of all applicable taxes and charges
\$201,988 including HST and all applicable charges
\$181,897 net of HST recoveries

Option Year 3 (May 1, 2025 to April 30, 2026)
\$184,113 net of all applicable taxes and charges
\$208,048 including HST and all applicable charges
\$187,353 net of HST recoveries

Option Year 4 (May 1, 2026 to April 30, 2027)
\$189,636 net of all applicable taxes and charges
\$214,289 including HST and all applicable charges
\$192,974 net of HST recoveries

The total potential contract award identified for Power Station including option years is \$1,010,826 including all applicable taxes and charges and \$894,536 net of all applicable taxes and charges. **The potential cost to the City for Power Station including option years is \$910,280 net of HST recoveries.**

2. Genrep Ltd – Lowest Bidder (Part B&C)

SSLTC

\$277,300 net of all applicable taxes and charges
\$313,349 including HST and all applicable charges
\$282,180 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)
\$285,619 net of all applicable taxes and charges
\$322,749 including HST and all applicable charges

\$290,645 net of HST recoveries

Option Year 2 (May 1, 2024 to April 30, 2025)
\$294,187 net of all applicable taxes and charges
\$332,431 including HST and all applicable charges
\$299,365 net of HST recoveries

Option Year 3 (May 1, 2025 to April 30, 2026)
\$303,013 net of all applicable taxes and charges
\$342,404 including HST and all applicable charges
\$308,346 net of HST recoveries

Option Year 4 (May 1, 2026 to April 30, 2027)
\$312,103 net of all applicable taxes and charges
\$352,677 including HST and all applicable charges
\$317,596 net of HST recoveries

Total Potential Contract Award Value to Genrep Ltd for SSLTC

\$1,472,223 net of all applicable taxes and charges
\$1,663,612 including HST and all applicable charges
\$1,498,134 net of HST recoveries

Fire Services

\$8,762 net of all applicable taxes and charges
\$9,901 including HST and all applicable charges
\$8,916 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)
\$9,025 net of all applicable taxes and charges
\$10,198 including HST and all applicable charges
\$9,184 net of HST recoveries

Option Year 2 (May 1, 2024 to April 30, 2025)
\$9,296 net of all applicable taxes and charges
\$10,504 including HST and all applicable charges
\$9,459 net of HST recoveries

Option Year 3 (May 1, 2025 to April 30, 2026)
\$9,575 net of all applicable taxes and charges
\$10,819 including HST and all applicable charges
\$9,743 net of HST recoveries

Option Year 4 (May 1, 2026 to April 30, 2027)
\$9,862 net of all applicable taxes and charges
\$11,144 including HST and all applicable charges
\$10,035 net of HST recoveries

Total Potential Contract Award Value to Genrep Ltd for Fire Services

\$46,521 net of all applicable taxes and charges

\$52,569 including HST and all applicable charges

\$47,340 net of HST recoveries

The total potential contract award identified for Genrep Ltd including option years is \$1,716,181 including all applicable taxes and charges and \$1,518,744 net of all applicable taxes and charges. **The potential cost to the City for all two (2) contracts including option year is \$1,545,474 net of HST recoveries.**

The total potential contract award identified for all contact awards including option years is \$2,727,007 including all applicable taxes and charges and \$2,413,280 net of all applicable taxes and charges. **The potential cost to the City for all contracts including option year is \$2,455,754 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 three (3) contracts including option year is \$2,727,007 including all applicable taxes and charges and \$2,413,280 net of all applicable taxes and charges. The potential cost to the City for all three (3) contracts including option years is \$2,455,754 net of HST recoveries.

Funding is available in 2022 Approved Operating Budgets for Senior Services and Long-Term Care Division and Toronto Fire Services and additional funding will be included in their 2023 Operating Budget Submissions. Should the optional periods be exercised, additional funding will be included in their 2023-2027 Operating Budget Submissions. Funding details are summarized in Table 1 as follows:

Table 1: Financial Impact Summary of Recommended Contract(s)

	Net of HST Recoverable	
	SSLTC Operational Budget: D3*061/4407 & 4699	Fire Services Operational Budget: FR0025/4424
Initial Year Period (Date of Award to December 31, 2022)	\$302,424	\$5,841
Initial Year Period (January 1 to April 30, 2023)	\$151,212	\$2,972

	Net of HST Recoverable	
Option Year 1 (May 1, 2023 to April 30, 2024)	\$467,245	\$9,184
Option Year 2 (May 1, 2024 to April 30, 2025)	\$481,262	\$9,459
Option Year 3 (May 1, 2025 to April 30, 2026)	\$495,700	\$9,743
Option Year 4 (May 1, 2026 to April 30, 2027)	\$510,571	\$10,035
Subtotal	\$2,408,414	\$47,340
Grand Total	\$2,455,754	

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

SOLICITATION SUMMARY

Solicitation Issued: March 9th, 2022
Number of Addenda Issued: Two (2)
Number of Bids: Two (2)

Solicitation Closed: April 21st, 2022

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)**
POWER STATION* (PART A)	\$168,490
GENREP LTD PART A PART B PART C	\$323,360.00 \$277,300.00 \$34,725.00

* Bid was submitted for only Part A of the RFQ biddable sections

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

DIVISION CONTACTS

Kelly Lee McGarry, Manager, Purchasing & Materials Management, Tel: 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

Sandra Lisi
Acting Chief Procurement Officer