



BID AWARD PANEL CONTRACT AWARD

Award of Ariba Document Number 3398439422 to Sensory-scapes for Environmental Enhancements for Seniors Services and Long-Term Care

Date: June 29, 2022
To: Bid Award Panel
From: Acting Chief Procurement Officer
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 Proposal (RFP) Ariba Document Number 3398439422

Description:

To provide all labour and materials needed for environmental enhancement for various long term-care home locations of Seniors Services and Long-Term Care Division for a period of one (1) year, with the option to renew the contract for four (4) additional separate one (1) year periods.

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

Recommended Supplier:

Sensory-scapes

Contract Award Value:

\$937,964 net of all applicable taxes and charges
\$1,059,899 including HST and all applicable charges
\$954,472 net of HST recoveries

Contract is expected to start on date of award and end on July 31, 2023.

Option Year 1 (August 1, 2023 to July 31, 2024)
\$966,103 net of all applicable taxes and charges
\$1,091,696 including HST and all applicable charges
\$983,106 net of HST recoveries

Option Year 2 (August 1, 2024 to July 31, 2025)
\$995,086 net of all applicable taxes and charges
\$1,124,447 including HST and all applicable charges
\$1,012,600 net of HST recoveries

Option Year 3 (August 1, 2025 to July 31, 2026)
\$1,024,939 net of all applicable taxes and charges
\$1,158,181 including HST and all applicable charges
\$1,042,978 net of HST recoveries

Option Year 4 (August 1, 2026 to July 31, 2027)
\$1,055,687 net of all applicable taxes and charges
\$1,192,926 including HST and all applicable charges
\$1,074,267 net of HST recoveries

The total potential contract award including all option years is \$5,627,150 including all applicable taxes and charges and \$4,979,779 net of all applicable taxes and charges. **The total potential cost to the City including all option years is \$5,067,423 net of HST recoveries.**

The above cost calculations reflect a 15% contingency cost for SSLTC and 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 including all option years is \$5,627,150 including all applicable taxes and charges. The total potential cost to the City including all option years is \$5,067,423 net of HST recoveries.

Funding is available in the 2022 Approved Operating Budgets for Seniors Services and Long-Term Care. Additional funding will be included in their 2023 Operating Budget Submissions. Should all the optional periods be exercised, appropriate additional funding will be requested in their 2023-2027 Operating Budget Submissions. The details are as follows:

Table 1: Financial Impact Summary of Recommended Contract

Seniors Services and Long-Term Care SSLTC Operational Budget Cost Centres: D3*061 Cost Elements: 4407, 4444	Net of HST Recoveries
Initial Year Period From Date of Award to December 31, 2022	\$397,696
Initial Year Period From January 1, 2023 to July 31, 2023	\$556,776
Option Year 1 From August 1, 2023 to December 31, 2023	\$409,627
Option Year 1 From January 1, 2024 to July 31, 2024	\$573,479

Seniors Services and Long-Term Care SSLTC Operational Budget Cost Centres: D3*061 Cost Elements: 4407, 4444	Net of HST Recoveries
Option Year 2 From August 1, 2024 to December 31, 2024	\$421,917
Option Year 2 From January 1, 2025 to July 31, 2025	\$590,683
Option Year 3 From August 1, 2025 to December 31, 2025	\$434,574
Option Year 3 From January 1, 2026 to July 31, 2026	\$608,404
Option Year 4 From August 1, 2026 to December 31, 2026	\$447,611
Option Year 4 From January 1, 2027 to July 31, 2027	\$626,656
Total Cost	\$5,067,423

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

SOLICITATION SUMMARY

Solicitation Issued: April 1, 2022
Number of Addenda Issued: Two (2)
Number of Bids: Two (2)

Solicitation Closed: May 16, 2022

Table 2: Summary of Bids Received for Ariba Document Number 3398439422

Supplier Name
Sensory-scapes**
Steels Art Signs Corp*

*Supplier did not meet the required minimum technical score, therefore their cost of services envelope were not opened

**Pursuant to the Request for Proposal document the contract award value includes contingency

Range of Scores:
41.50 to 87.80

DIVISION CONTACTS

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Jennifer Dockery, General Manager, Seniors Services and Long-Term Care, Tel: 416-392-8896, Email: Jennifer.Dockery@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