



BID AWARD PANEL CONTRACT AWARD

Award of Request for Quotation Ariba Document Number 3299198000 to Tacel Ltd., Econolite Canada Inc. and Accara IT Services for the for the Non-Exclusive Supply and Delivery of Traffic Cameras and Uninterruptable Power Supply (UPS) for City Stores.

Date: July 6, 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 contracts:

Solicitation Number:

Request for Quotation Ariba Document Number 3299198000

Description:

For the non-exclusive supply and delivery of Traffic Cameras and Uninterruptable Power Supply (UPS) to various Purchasing and Materials Management (Stores) locations from the date of award to May 31, 2023, with the option to renew the Contract for four (4) additional separate one (1) year periods at the sole discretion of the City and subject to budget approval(s).

The Request for Quotation is structured to award contracts to the lowest suppliers meeting specifications, and providing the lowest total bid price per Parts A to D of the Pricing Form.

Prior to the renewal of the contract, Purchasing and Materials Management Division will perform a market analysis to verify the current market conditions as compared to the proposed increase by the vendor and that the Stores Division will monitor vendor performance during the first term of the contract.

Should the option year(s) be exercised, then the Manager of Materials Management and Stores will request the Chief Procurement Officer to process the renewals under the same terms and conditions.

Recommended Supplier:

Tacel Ltd. (Part A)

Contract Award Value:

\$203,150 net of all applicable taxes and charges (including 25% for miscellaneous items)

\$229,560 including HST and all applicable charges

\$206,725 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)

\$209,245 net of all applicable taxes and charges (including 25% for miscellaneous items)

\$236,446 including all applicable taxes and charges

\$212,927 net of HST recoveries

Option Year 2 (June 1, 2024 to May 31, 2025)

\$215,522 net of all applicable taxes and charges (including 25% for miscellaneous items)

\$243,540 including all applicable taxes and charges

\$219,315 net of HST recoveries

Option Year 3 (June 1, 2025 to May 31, 2026)

\$221,987 net of all applicable taxes and charges (including 25% for miscellaneous items)

\$250,846 including all applicable taxes and charges

\$225,894 net of HST recoveries

Option Year 4 (June 1, 2026 to May 31, 2027)

\$228,647 net of all applicable taxes and charges (including 25% for miscellaneous items)

\$258,371 including all applicable taxes and charges

\$232,671 net of HST recoveries

The total potential contract award including all option years for Tacel Ltd. is \$1,218,763 including all applicable taxes and charges and \$1,078,551 net of all applicable taxes and charges. **The total potential cost to the City including all option years for Tacel Ltd. is \$1,097,533 net of HST recoveries.**

Recommended Supplier:

Econolite Canada Inc. (Part B)

Contract Award Value:

\$96,657 net of all applicable taxes and charges (including 25% for miscellaneous items)

\$109,223 including HST and all applicable charges

\$98,359 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)

\$99,557 net of all applicable taxes and charges (including 25% for miscellaneous items)
\$112,500 including all applicable taxes and charges
\$101,309 net of HST recoveries

Option Year 2 (June 1, 2024 to May 31, 2025)
\$102,544 net of all applicable taxes and charges (including 25% for miscellaneous items)
\$115,875 including all applicable taxes and charges
\$104,349 net of HST recoveries

Option Year 3 (June 1, 2025 to May 31, 2026)
\$105,620 net of all applicable taxes and charges (including 25% for miscellaneous items)
\$119,351 including all applicable taxes and charges
\$107,479 net of HST recoveries

Option Year 4 (June 1, 2026 to May 31, 2027)
\$108,789 net of all applicable taxes and charges (including 25% for miscellaneous items)
\$122,931 including all applicable taxes and charges
\$110,703 net of HST recoveries

The total potential contract award including all option years for Econolite Canada Inc. is \$579,879 including all applicable taxes and charges and \$513,167 net of all applicable taxes and charges. **The total potential cost to the City for Econolite Canada Inc. including all option years is \$522,199 net of HST recoveries.**

Recommended Supplier:

Accara IT Services (Part C & D)

Contract Award Value:

\$246,813 net of all applicable taxes and charges (including 25% for miscellaneous items)
\$278,898 including HST and all applicable charges
\$251,156 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)
\$254,217 net of all applicable taxes and charges (including 25% for miscellaneous items)
\$287,265 including all applicable taxes and charges
\$258,691 net of HST recoveries

Option Year 2 (June 1, 2024 to May 31, 2025)
\$261,843 net of all applicable taxes and charges (including 25% for miscellaneous items)
\$295,883 including all applicable taxes and charges

\$266,452 net of HST recoveries

Option Year 3 (June 1, 2025 to May 31, 2026)

\$269,699 net of all applicable taxes and charges (including 25% for miscellaneous items)

\$304,760 including all applicable taxes and charges

\$274,445 net of HST recoveries

Option Year 4 (June 1, 2026 to May 31, 2027)

\$277,790 net of all applicable taxes and charges (including 25% for miscellaneous items)

\$313,902 including all applicable taxes and charges

\$282,679 net of HST recoveries

The total potential contract award including all option years for Accara IT Services is \$1,480,708 including all applicable taxes and charges and \$1,310,361 net of all applicable taxes and charges. **The total potential cost to the City including all option years for Accara IT Services is \$1,333,423 net of HST recoveries**

The total potential combined contract awards for all suppliers (Part A, B, C & D) identified in this report including option years is \$2,902,079 net of all applicable taxes and charges, \$3,279,349 including all applicable taxes and charges. **The total potential combined cost to the City including option years is \$2,953,156 net of HST recoveries.**

The above cost calculations reflect a 3% Consumer Price Index adjustment applied annually to each year's cost after the initial one (1) year period.

FINANCIAL IMPACT

The total potential combined contract awards for all suppliers (Part A, B, C & D) identified in this report including option years is \$2,902,079 net of all applicable taxes and charges, \$3,279,349 including all applicable taxes and charges. The total potential combined cost to the City including option years is \$2,953,156 net of HST recoveries.

The materials on this contract will be purchased for Purchasing and Material Management Division Stores' inventory purposes. The material value will be held in inventory holding Balance Sheet accounts (160004, 160026, 160049, 160067, 160068, 160082, 160083, 160085, 160171) until City Divisions require the material to support their work programs at which time the material value is charged to the appropriate Divisions' approved operating budgets.

Funding from the date of award to December 31, 2022 is included in the appropriate Divisions' 2022 Approved Operating Budgets and additional funding will be included in their 2023 Operating Budget Submission. Should all the option years be exercised, appropriate additional funding will be requested in the 2023-2027 budget submissions. The details are as follows:

Table 1: Financial Impact Summary of Recommended Contract

Period	Cost Centre 160004, 160026, 160049, 160067, 160068, 160082, 160083, 160085,160171	Total (net of HST Recoveries)
Date of Award – December 31, 2022	\$324,474	
January 1, 2023 - May 31, 2023	\$231,767	
Total: Contract Period	\$556,240	\$556,240
Total: 2022 Budget Year	\$324,474	
June 1, 2023 to December 31, 2023	\$334,208	
January 1, 2024 - May 31, 2024	\$238,720	
Total: Option Year 1	\$572,928	\$572,928
Total: 2023 Budget Year	\$565,975	
June 1, 2024 to December 31, 2024	\$344,234	
January 1, 2025 - May 31, 2025	\$245,881	
Total: Option Year 2	\$590,115	\$590,115
Total: 2024 Budget Year	\$582,954	
June 1, 2025 to December 31, 2025	\$354,561	
January 1, 2026 - May 31, 2026	\$253,258	
Total: Option Year 3	\$607,819	\$607,819
Total: 2025 Budget Year	\$600,442	
June 1, 2026 to December 31, 2026	\$365,198	
January 1, 2027 - May 31, 2027	\$260,856	
Total: Option Year 4	\$626,054	\$626,054
Total: 2026 Budget Year	\$618,456	
Total: 2027 Budget Year	\$260,856	
Grand Total	\$2,953,156	\$2,953,156

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

SOLICITATION SUMMARY

Solicitation Issued: March 30, 2022 **Solicitation Closed:** May 03, 2022

Number of Addenda Issued: Two (2)

Number of Bids: Four (4)

Table 2: Summary of Bids Received including bid price

Supplier Name	Bid Price (excluding H.S.T.)			
	Part A	Part B	Part C	Part D
TACEL LTD	\$162,520.00	n/a	n/a	n/a
ECONOLITE CANADA INC	n/a	\$77,325.90	n/a	n/a
ACCARA IT SERVICES	n/a	n/a	\$113,170.00	\$84,280.00
SECURITAS ELECTRONIC SECURITY	n/a	n/a	\$127,813.85	\$130,603.90

DIVISION CONTACTS

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COMMENTS

For the recommended contract awards, the following requirements have been met:

- a. The firm recommended for award is the lowest Supplier meeting specifications per Part 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 on 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