



BID AWARD PANEL CONTRACT AWARD

Award of Ariba Document Number 3402200209 to Classic Displays Limited for the Non-exclusive Provision of Staggered-Height Steel Bicycle Racks for Transportation Services

Date: July 14, 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 Quotation, Ariba Document Number 3402200209

Description:

For the non-exclusive provision of staggered-height steel bicycle racks on-demand from various City of Toronto Divisions, for a fixed two (2) year period from June 30, 2022 to July 1, 2024, with the option to renew the contract for an additional three (3) separate one (1) year periods

Recommended Supplier:

Classic Displays Limited

Contract Award Value:

\$155,250 net of all applicable taxes and charges
\$175,433 including HST and all applicable charges
\$157,982 net of HST recoveries

Contract is expected to start on date of award and end on July 31, 2024

Option Year 1 (July 1, 2024 to June 30, 2025)

\$159,908 net of all applicable taxes and charges
\$180,696 including all applicable taxes and charges
\$162,722 net of HST recoveries

Option Year 2 (From July 1, 2025 to June 30 2026)

\$164,705 net of all applicable taxes and charges

\$186,116 including all applicable taxes and charges
\$167,604 net of HST recoveries

Option Year 3 (July 1 2026 to June 30, 2027)
\$169,644 net of all applicable taxes and charges
\$191,698 including all applicable taxes and charges
\$172,630 net of HST recoveries

The total potential contract award including all option years is \$733,943 including all applicable taxes and charges and \$649,507 net of all applicable taxes and charges. **The total potential cost to the City including all option years is \$660,940 net of HST recoveries.**

The above cost calculations reflects a 3% CPI adjustment applied annually to the yearly cost after the initial two (2) year period.

FINANCIAL IMPACT

The total potential contract award including all option years is \$733,943 including all applicable taxes and charges and \$649,507 net of all applicable taxes and charges. The total potential cost to the City including all option years is \$660,940 net of HST recoveries.

The engineering estimate for this project is \$620,000 net of all taxes and charges.

Funding is included in the 2022 Approved Capital Budget and 2023-2031 Approved Capital Plan for Transportation Services. Should the option years be exercised, than additional funding will be requested, as required, in the 2024-2027 Capital Budget Submissions for Transportation Services. Additional funding details are summarized in Table 1.

Table 1: Financial Impact Summary of Recommended Contract

Division/ Account- Cost Centre	From June 30, 2022 to Decemb er 31, 2022	From January 1, 2023 to Decemb er 31, 2023	From January 1, 2024 to June 30, 2024	Option Year 1 From July 1, 2024 to June 30, 2025	Option Year 2 From July 1, 2025 to June 30, 2026	Option Year 3 From July 1, 2026 to June 30, 2027	Total
Transport- ation Services CTP817-05- 272	\$78,991	\$39,496	\$39,496	\$162,722	\$167,604	\$172,632	\$660,940

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

SOLICITATION SUMMARY

Solicitation Issued: April 28, 2022
Number of Addenda Issued: One (1)
Number of Bids: Three (3)

Solicitation Closed: May 24, 2022

Table 2: Summary of Bids Received including bid price

Supplier Name	Bid Price (excluding H.S.T.)
Classic Displays	\$155,250.00
ABC Recreation	\$266,300.00
Aqua Tech Solutions Inc.	\$528,500.00

DIVISION CONTACTS

Sabrina Dipietro, Manager, Purchasing Client Services, Infrastructure and Development Services, Purchasing and Materials Management Division, 416-397-4809, Sabrina.Dipietro@toronto.ca

Jacquelyn Hayward, Director Transportation Project Design & Management, 416-392-5348, Jacquelyn.Hayward@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