



BID AWARD PANEL CONTRACT AWARD

Award of Ariba Document Number 3475878497 to Levitt-Safety Limited for the supply, delivery, training, repairs, service, and warranty of Portable Industrial Scientific Tango Carbon Monoxide Detectors for Toronto Fire Services

Date: September 8, 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 3475878497

Description:

For the supply, delivery, training, repairs, service, and warranty of Portable Industrial Scientific Tango Carbon Monoxide Detectors, test and calibration systems, and various related parts, components and accessories for Toronto Fire Services. The term of the Contract is to be for a period of one (1) year from the date of award, with the option to extend the agreement for up to four (4) additional separate one (1) year periods at the sole discretion of the City and subject to budget approval.

Should the option(s) be exercised, then the Fire Chief and General Manager of 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:

\$133,067 net of all applicable taxes and charges (including 25 percent for miscellaneous items)

\$150,365 including HST and all applicable charges

\$135,409 net of HST recoveries

The contract is expected to start on November 1, 2022 and end on October 31, 2023.

Option Year 1 (November 1, 2023, to October 31, 2024)
\$137,059 net of all applicable taxes and charges (including 25 percent for miscellaneous items)
\$154,876 including all applicable taxes and charges
\$139,471 net of HST recoveries

Option Year 2 (November 1, 2024, to October 31, 2025)
\$147,170 net of all applicable taxes and charges (including 25 percent for miscellaneous items)
\$159,522 including all applicable taxes and charges
\$143,655 net of HST recoveries

Option Year 3 (November 1, 2025, to October 31, 2026)
\$145,405 net of all applicable taxes and charges (including 25 percent for miscellaneous items)
\$164,308 including all applicable taxes and charges
\$147,965 net of HST recoveries

Option Year 4 (November 1, 2026, to October 31, 2027)
\$149,768 net of all applicable taxes and charges (including 25 percent for miscellaneous items)
\$169,237 including all applicable taxes and charges
\$152,403 net of HST recoveries

The total potential contract award, including all option years, is \$718,902 net of HST recoveries, \$798,309 including all applicable taxes and charges and \$706,468 net of all applicable taxes and charges.

The above cost calculations reflect an estimated 3 percent in Consumer Price Index (CPI) adjustment applied annually to the yearly cost after the initial year.

FINANCIAL IMPACT

The total potential contract award identified in this report is \$798,309 including all applicable taxes and charges. The total potential cost to the City is \$718,902 net of HST recoveries.

Funding in the amount of \$22,382 net of HST recoveries, for the period November 1, 2022 to December 31, 2022 is included in the 2022 Approved Operating Budget for Toronto Fire Services. Funding in the amount of \$113,027 net of HST recoveries, for the period of January 1, 2023 to October 31, 2023 will be 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 Operating Budget Submissions for Fire Services Division. Funding details are provided in Table 1 below.

Table 1: Financial Impact Summary of Recommended Contracts (net of HST recoveries)

Cost Centre/Cost Element: FR0024 & FR0025 / 2120, & 4424	Net of HST Recoveries
Initial Term –Year 1: November 1, 2022 to December 31, 2022	\$22,382
Initial Term –Year 1: January 1, 2023 to October 31, 2023	\$113,027
Option Year 1: November 1, 2023 to October 30, 2024	\$139,471
Option Year 2: November 1, 2024 to October 30, 2025	\$143,655
Option Year 3: November 1, 2025 to October 30, 2026	\$147,965
Option Year 4: November 1, 2026 to October 30, 2027	\$152,403
Grand Total	\$718,902

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

SOLICITATION SUMMARY

Solicitation Issued: June 30, 2022 **Solicitation Closed:** August 5, 2022
Number of Addenda Issued: two (2)
Number of Bids: Two (2)

Table 2: Summary of Bids Received including bid price

Supplier Name	Bid Price (excluding H.S.T. and 25 percent for miscellaneous items)
Levitt-Safety Limited	\$106,454.23
Argus Health & Safety Ltd. o/a Premier Safety	\$117,740.40

DIVISION CONTACTS

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

Debbie Higgins, Deputy Fire Chief Director, Fire Services Division, 416-338-9055, Debbie.Higgins@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