



BID AWARD PANEL CONTRACT AWARD

Award of Ariba Document Number 3528836035 to Canadian Safety Equipment Inc. for the non-exclusive supply, delivery, and warranty of Thermal Imaging Cameras and related accessories for the City of Toronto's Fire Services Division

Date: October 12, 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 3528836035

Description:

For the non-exclusive supply, delivery, and warranty of Thermal Imaging Cameras and related accessories for the City of Toronto's Fire Services Division. 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 two (2) 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 Acting Chief Procurement Officer to process the renewals under the same terms and conditions.

Recommended Supplier:

Canadian Safety Equipment Inc.

Contract Award Value:

\$309,528 net of all applicable taxes and charges (including 20 percent for miscellaneous items)

\$349,767 including HST and all applicable charges

\$314,976 net of HST recoveries

The contract is expected to start on the date of award and end on October 31, 2023.

Option Year 1 (November 1, 2023, to October 31, 2024)
\$355,957 net of all applicable taxes and charges (including 20 percent for miscellaneous items)
\$402,232 including all applicable taxes and charges
\$362,222 net of HST recoveries

Option Year 2 (November 1, 2024, to October 31, 2025)
\$409,351 net of all applicable taxes and charges (including 20 percent for miscellaneous items)
\$462,566 including all applicable taxes and charges
\$416,555 net of HST recoveries

The total potential contract award identified in this report is \$1,214,565 including all applicable taxes and charges. **The total potential cost to the City is \$1,093,753 net of HST recoveries.**

The above cost calculations reflect an estimated 15 percent in Industrial Product Price Index (IPPI) adjustment applied annually to the yearly cost after the initial year.

FINANCIAL IMPACT

The total potential contract award identified in this report is \$1,214,565 including all applicable taxes and charges. The total potential cost to the City is \$1,093,753 net of HST recoveries.

Funding for the initial term is available in the 2022 Approved Capital Budget and 2023-2031 Capital Plan for Toronto Fire Services. Funding details are provided in Table 1 below.

Should the City choose to exercise its option to renew for the additional two (2) separate one (1) year periods, then additional funding, if needed, will be included in the 2024 and 2025 Capital Budget Submissions for the Fire Services Division.

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

WBS / Cost Element: CFR141-01/ 3099	Net of HST Recoveries
Initial Term – Year 1: November 1, 2022 to December 31, 2022	\$52,062
Initial Term – Year 1: January 1, 2023 to October 31, 2023	\$262,914
Option Year 1: November 1, 2023 to October 30, 2024	\$362,222
Option Year 2: November 1, 2024 to October 30, 2025	\$416,555

WBS / Cost Element: CFR141-01/ 3099	Net of HST Recoveries
Grand Total	\$1,093,753

The Chief Financial Officer and Treasurer has been provided the financial impacts associated with the program for review as part of the 2023 budget process.

SOLICITATION SUMMARY

Solicitation Issued: June 30, 2022 **Solicitation Closed:** July 20, 2022
Number of Addenda Issued: one (1)
Number of Bids: Two (2)

Table 2: Summary of Bids Received including bid price

Supplier Name	Bid Price (excluding H.S.T. and 20 percent for miscellaneous items)
Canadian Safety Equipment Inc.	\$257,940.00
A. J. Stone Company Ltd.*	\$428,850.00

* Supplier was found non-compliant with mandatory requirements.

DIVISION CONTACTS

Kelly McGarry, Manager, Purchasing Client Services, Purchasing and Materials Management Division, 647-295-6934, kellylee.mcgarry@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