



BID AWARD PANEL CONTRACT AWARD

Award of Ariba Document Number 3599569728 to ESC Automation for the provision of Resident Wanderguard System for Seniors Services and Long- Term Care Division

Date: October 25, 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 (RFQ), Ariba Document Number 3599569728

Description:

For the provision of Resident Wanderguard System for Seniors Services and Long-Term Care 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 Director of Purchasing and Materials Management to process the renewals under the same terms and conditions.

Recommended Supplier:

ESC Automation

Contract Award Value:

\$895,035 net of all applicable taxes and charges
\$1,011,389 including HST and all applicable charges
\$910,787 net of HST recoveries

Contract is expected to start on October 1, 2022 and end on September 30, 2023.

Option Year 1 (October 1, 2023 to September 30, 2024)

\$921,886 net of all applicable taxes and charges
\$1,041,731 including HST and all applicable charges
\$938,111 net of HST recoveries

Option Year 2 (October 1, 2024 to September 30, 2025)
\$949,542 net of all applicable taxes and charges
\$1,072,983 including HST and all applicable charges
\$966,254 net of HST recoveries

Option Year 3 (October 1, 2025 to September 30, 2026)
\$978,029 net of all applicable taxes and charges
\$1,105,172 including HST and all applicable charges
\$995,242 net of HST recoveries

Option Year 4 (October 1, 2026 to September 30, 2027)
\$1,007,370 net of all applicable taxes and charges
\$1,138,328 including HST and all applicable charges
\$1,025,099 net of HST recoveries

The total potential contract award including all option years is \$5,369,605 including all applicable taxes and charges and \$4,751,863 net of all applicable taxes and charges.
The potential cost to the City is \$4,835,496 net of HST recoveries.

The above cost calculations reflect a 3% CPI adjustment applied annually to the yearly cost after the initial year.

FINANCIAL IMPACT

The total potential contract award identified in this report is \$4,751,863 net of all applicable taxes and charges, and \$5,369,605 including all applicable taxes and charges. The total potential cost to the City is \$4,835,496 net of HST recoveries

Funding has been included in the 2022 Operating Approved Budget for Seniors Services and Long-Term Care Division and additional funding will be included in its 2023 Operating Budget Submission. Should the optional periods be exercised, appropriate additional funding will be requested in the 2023-2027 Operating Budget Submissions of Seniors Services and Long-Term Care. Funding details are summarized in Table 1 as follows:

Table 1: Financial Impact Summary of Recommended Contract

Seniors Services and Long-Term Care SSLTC Operational Budget: D3*144,D3Z990 Cost Element: 2810,4403,4699,3099	Net of HST Recoveries
Initial Year Period From Date of Award to December 31, 2022	\$227,696
Initial Year Period From January 1, 2023 to September 30, 2023	\$683,090
Option Year 1 From October 1, 2023 to September 30, 2024	\$938,111
Option Year 2 From October 1, 2024 to September 30, 2025	\$966,254

Seniors Services and Long-Term Care SSLTC Operational Budget: D3*144,D3Z990 Cost Element: 2810,4403,4699,3099	Net of HST Recoveries
Option Year 3 From October 1, 2025 to September 30, 2026	\$995,242
Option Year 4 From October 1, 2026 to September 30, 2027	\$1,025,099
Grand Total From October 1, 2022 to September 30, 2027	\$4,835,496

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

SOLICITATION SUMMARY

Solicitation Issued: August 12th, 2021
Number of Addenda Issued: One (1)
Number of Bids: Two (2)

Solicitation Closed: September 6, 2022

Table 2: Summary of Bids Received including Bid Price

Supplier Name	Evaluated Bid Price (excluding H.S.T)
ESC Automation	\$895,035
KR Communications LTD	\$1,128,469

DIVISION CONTACTS

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Cornel Baptista, Manager, Environmental Services, Seniors Services and Long-Term Care, Tel: 416-397-9956, Email: Cornel.baptista@toronto.ca

COMMENTS

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

- 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;
- 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