

Amendment to Non-Competitive Blanket Contract Number 47023417 with R Courier for the Provision of Courier Services for the Distribution and Transportation of Vaccine and Non-Medical Supplies for Toronto Public Health

Date: May 13, 2022

To: Economic and Community Development Committee

From: Medical Officer of Health and Chief Procurement Officer

Wards: All

SUMMARY

The purpose of this report is to request authority from the Economic and Community Development Committee to amend Blanket Contract Number 47023417 issued to R Courier for the provision of courier services for the distribution and transportation of vaccine and non-medical supplies from the central distribution and storage warehouse to mass immunization clinics across the City of Toronto. This report requests an amendment to increase the contract value by \$700,000 net of Harmonized Sales Tax (\$712,320) net of Harmonized Sales Tax recoveries), increasing the contract value from \$500,000 to \$1,200,000 net of Harmonized Sales Tax (\$1,221,120) net of Harmonized Sales Tax recoveries) and also to extend the Contract from June 30, 2022 to December 31, 2022.

On March 23, 2020 the Mayor declared a state of emergency for the City of Toronto due to the COVID-19 pandemic. Toronto Public Health's COVID-19 pandemic response involves the timely transfer of documents between Toronto Public Health, individuals diagnosed with COVID-19 and other health care providers. In addition, Toronto Public Health supports the rapid transfer and distribution of vaccines to City run mass and mobile immunization clinics and also supports the distribution of vaccines to other vaccination partners. As such, courier services play a vital part in Toronto Public Health achieving its key objectives of preventing loss of life, preserving the capacity of the healthcare system and minimizing the social and economic impacts of COVID-19.

The amendment to Blanket Contract Number 47023417 is required in order to continue providing these services as part of Toronto Public Health Division continuing COVID-19 response.

The Economic and Community Development Committee's approval is required in accordance with City of Toronto Municipal Code Chapter 195, Purchasing, where the current request exceeds the Chief Procurement Officer's authority of the cumulative five year commitment limit for each vendor under Article 7, Section 195-7.3(D) of the Purchasing By-law or exceeds the threshold of \$500,000 net of Harmonized Sales Tax allowed under staff authority as per City of Toronto Municipal Code Chapter 71, Financial Control, Section 71-11.1.

RECOMMENDATIONS

The Medical Officer of Health and the Chief Procurement Officer recommend that:

1. The Economic and Community Development Committee, in accordance with Section 71-11.1C of City of Toronto Municipal Code Chapter 71, Financial Control authorize an amendment to Blanket Contract Number 47023417 issued to R Courier for the provision of courier services for the distribution and transportation of vaccine and non-medical supplies from the central distribution and storage warehouse to mass immunization clinics across the City of Toronto. by an additional \$700,000 net of Harmonized Sales Tax (\$712,320) net of Harmonized Sales Tax recoveries), revising the current contract value from \$500,000 net of Harmonized Sales Tax (\$508,800) net of Harmonized Sales Tax recoveries) to \$1,200,000 net of Harmonized Sales Tax (\$1,221,120 net of Harmonized Sales Tax recoveries) and also to extend the Contract from June 30, 2022 to December 31, 2022.

FINANCIAL IMPACT

The 2022 budget does not include expenditures or provincial recoveries for continued COVID-19 immunization efforts. Toronto Public Health is working with the Provincial government on continued support and cost reimbursement. Expenditures for the requested Contract Amendment in the amount of \$700,000 net of all applicable taxes and charges (\$712,320 net of Harmonized Sales Tax recoveries) will be included in cost reimbursement submissions.

The Chief Financial Officer and Treasurer has reviewed this report and agrees with the financial implications as identified in the Financial Impact section.

DECISION HISTORY

On October 1, 2021 City Council approved the Medical Officer of Health, or their designate, to approve and execute new agreements or extensions of existing agreements or other suitable arrangements with federal or provincial agencies, community agencies, private entities and/or individuals, for nominal consideration, for the establishment and operation of mobile clinics and short-term pop-up clinics.

<http://app.toronto.ca/tmmis/viewAgendaItemHistory.do?item=2021.MM36.45>

COMMENTS

Toronto Public Health continues to respond to the COVID-19 pandemic and part of the response is the transfer to documents between Toronto Public Health, individuals diagnosed with COVID-19 infection and other health care providers, in addition to the rapid transfer and distribution of vaccine to City run mass and mobile immunization clinics and those of other vaccination partners.

As part of the vaccination campaign, Toronto Public Health continues to focus on providing vaccines where needed through our mobile vaccination clinics. An increase to the courier contract is needed as Toronto Public Health use courier services to deliver vaccine and vaccine supplies to the mobile clinics held throughout the city.

On December 13, 2021, first amendment was processed in the amount of \$100,000 net of all applicable taxes and charges increasing the contract value from \$200,000 to \$300,000.

On February 16, 2022, second amendment was processed in the amount of \$200,000 net of all applicable taxes and charges increasing the contract value from \$300,000 to \$500,000.

For the 2022 funding year, public health units are expected to continue to respond to COVID-19 in their catchment areas, support the Ministry of Health in the provincial roll-out of the COVID-19 Vaccine Program, and continue to maintain various non-COVID-19 public health programs and services. Similar to 2020 and 2021, public health units are expected to incur additional expenses to support these efforts in 2022.

Toronto Public Health is seeking an amendment to Contract Number 47023417 for an additional amount of \$700,000 net of all applicable taxes and charges (\$712,320 net of Harmonized Sales Tax recoveries), revising the current contract value from \$500,000 net of Harmonized Sales Tax (\$508,800 net of Harmonized Sales Tax recoveries) to \$1,200,000 net of Harmonized Sales Tax (\$1,221,120 net of Harmonized Sales Tax recoveries) and also to extend the Contract from June 30, 2022 to December 31, 2022.

CONTACT

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SIGNATURE

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Michael Pacholok, JD
Chief Procurement Officer