

Amendment to Blanket Contract Number 47021198 with Olympic Dust Control for Walk-Off Mat Rentals at Various City Locations

Date: March 8, 2022

To: General Government and Licensing Committee

From: Executive Director, Corporate Real Estate Management and Chief Procurement Officer

Wards: All

SUMMARY

The purpose of this report is to request authority for the Executive Director, Corporate Real Estate Management to amend Blanket Contract Number 47021198 issued to Olympic Dust Control, increasing the contract value by \$150,000 net of all taxes and charges (\$152,640 net of Harmonized Sales Tax Recoveries) to a total amount of \$909,130 net of all taxes and charges (\$925,131 net of Harmonized Sales Tax Recoveries). This amendment is required to ensure the continuity of critical services, involving the supply, delivery, cleaning, setting-in-place, and pick-up of Cut-Pile Twisted Nylon Yarn (walk-off area) Mats and Solid Rubber Scraper Mats, on a rental exchange basis at various City properties.

This blanket contract was awarded as part of Request for Quotation Number 0307-17-0130, which led to the creation of ten (10) separate blanket contracts to provide services for various City of Toronto Divisions.

General Government and Licensing Committee approval is required in accordance with Section 71-11.1C of the Toronto Municipal Code Chapter 71 (Financial Control By-law), where the current request exceeds the threshold of \$500,000 net of all taxes and charges.

RECOMMENDATIONS

The Executive Director, Corporate Real Estate Management and the Chief Procurement Officer recommend that:

1. The General Government and Licensing Committee, in accordance with Section 71-11.1C of the City of Toronto Municipal Code Chapter 71 (Financial Control By-law), grant authority to amend Blanket Contract Number 47021198 issued to Olympic Dust

Control, increasing the value of the blanket contract by \$150,000 net of all taxes and charges (\$152,640 net of Harmonized Sales Tax Recoveries), revising the current blanket contract value from \$759,130 net of all taxes and charges (\$772,491 net of Harmonized Sales Tax Recoveries) to \$909,130 net of all taxes and charges (\$925,131 net of Harmonized Sales Tax Recoveries).

FINANCIAL IMPACT

Funding for the requested amendment to Blanket Contract Number 47021198 in the amount of \$152,640 net of Harmonized Sales Tax Recoveries is available in the 2022 Approved Operating Budget for Corporate Real Estate Management in cost centre FA100-30, as shown in Table 1.

Table 1 - Financial Impact Summary

Blanket Contract Number	Cost Centre/Cost Element	Net of Harmonized Sales Tax Recoveries
47021198	FA100-30; Various Cost Elements	\$152,640

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

DECISION HISTORY

At its meeting of January 3, 2018, Bid Award Panel adopted item BA57.2 "Award of Request for Quotation Number 0307-17-0130 to Olympic Dust Control for Delivery, Cleaning, Setting-in-place of Various Walk-Off Mats for Various City of Toronto Divisions", granting authority to award the request for quotation for delivery, cleaning, setting-in place of various Walk-Off Mats for various City of Toronto Divisions

<http://app.toronto.ca/tmmis/viewAgendaItemHistory.do?item=2018.BA57.2>

COMMENTS

Contract Details

In January 2018, Olympic Dust Control was awarded Blanket Contract Number 47021198 to provide walk-off mat rentals for various City of Toronto Properties. The service involves the supply, delivery, cleaning, setting-in-place, and pick-up of mats in various sizes and materials, on a rental exchange basis.

Upon award of Request for Quotation Number 0307-17-0130, seven (7) separate blanket contracts for various Divisions within the City were created. In addition to these seven (7) main contracts, three (3) additional Divisions were granted permission to utilize Corporate Real Estate Management's main contract, resulting in a total of ten (10) separate blanket contracts with Olympic Dust Control. Over the course of the contract, usage of mats was higher than calculated in Request for Quotation Number 0307-17-0130. To address the gap, Corporate Real Estate Management relied on its delegated authority. While a new competitive solicitation is expected to be issued in the third quarter of 2022, Corporate Real Estate Management requires an amendment to satisfy these requirements until that time.

The total requested amendment amount is \$150,000 net of all taxes and charges (\$152,640 net of Harmonized Sales Tax Recoveries). This amendment is required to ensure that these critical services are in place at City locations for the final year of the contract, and until the new contracts are awarded in fourth quarter of 2022. The requested increase in value of the contract is based on historical usage to date, and is required to meet ongoing service demands. This increase includes amounts necessary for increased and unknown service requests where applicable.

Compliance with City Policies

The Fair Wage Office has reported that the vendor included in this report has reviewed and understood the Fair Wage Policy and labour trades requirements at the commencement of the contract period, and have agreed to comply fully with the City's Fair Wage Policy.

CONTACT

Marco Cuoco, Director, Business Management, Corporate Real Estate Management Division, 416-397-7338, Marco.Cuoco@toronto.ca

Justin Lau, Manager, Corporate Services and Finance and Treasury, Purchasing Client Services, Purchasing and Materials Management, 416-392-7316, Justin.Lau@toronto.ca

SIGNATURE

Patrick Matozzo
Executive Director, Corporate Real Estate Management

Michael Pacholok
Chief Procurement Officer, Purchasing and Materials Management