

## **Award of Ariba Document Number 2961601919 to Logixx Security Incorporated for City-Wide Security Services**

**Date:** April 14, 2022

**To:** General Government and Licensing Committee

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

**Wards:** All

### **SUMMARY**

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The purpose of this report is to advise of the results of Ariba Document Number 2961601919, for the provision of security guard services at various City of Toronto facilities and to seek authority to award a contract to Logixx Security Incorporated, in the total amount of \$21,978,660 net of all applicable taxes and charges (\$22,365,484 net of Harmonized Sales Tax recoveries), for a period of three (3) years, with the City's option to extend the Contract for two (2) additional separate one (1) year periods. The contract has a commencement date of July 1, 2022, with an end date of June 30, 2025, excluding option years.

Contracted security guard services are used at a number of City sites to provide physical security staffing and customer service for employees and the public. The guard services required encompass both static and mobile guard services for various City sites and for City events, and are a key proactive and response measure to safeguard City buildings, assets, employees, and the public.

### **RECOMMENDATIONS**

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

1. The General Government and Licensing Committee, in accordance with Section 195-8.4A of the Toronto Municipal Code Chapter 195 (Purchasing By-Law), grant authority to the Executive Director, Corporate Real Estate Management to negotiate and enter into an agreement with Logixx Security Incorporated, being the top scoring proponent meeting the requirements set out in Ariba Document Number 2961601919,

for the provision of security guard services at various City of Toronto facilities for a period of three (3) years, with the City's option to extend the Contract for two (2) additional separate one (1) year periods at the discretion of the Executive Director, Corporate Real Estate Management, for a total amount of \$21,978,660 net of all applicable taxes and charges (\$22,365,484 net of Harmonized Sales Tax recoveries), on terms and conditions satisfactory to the Executive Director, Corporate Real Estate Management and in a form satisfactory to the City Solicitor.

## **FINANCIAL IMPACT**

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The total potential cost to the City, including all option years is \$21,978,660 net of all applicable taxes and charges, and \$22,365,484 net of Harmonized Sales Tax recoveries.

Funding is included in the 2022 Council Approved operating budget for the Corporate Real Estate Management Division. Additional funding for future years will be included in future year budget submissions for 2023 to 2025.

Should the City choose to exercise its option to renew, then appropriate additional funding, if needed, will be included in the 2025-2027 Operating Budget Submissions under the Corporate Real Estate Management Division for the balance of the contract period. Funding details follow in Table 1.

Table 1: Financial Impact Summary of Recommended Contract (net of Harmonized Sales Tax recoveries)

Account	July 1, 2022 to December 31, 2022	January 1, 2023 to December 31, 2023	January 1, 2024 to December 31, 2024	January 1, 2025 to December 31, 2025	January 1, 2026 to December 31, 2026	January 1, 2027 to December 31, 2027	Total
FA100-80	2,562,716	4,393,228	4,393,228	1,830,512			13,179,684
Option Year 1				2,639,598	1,885,427		4,525,025
Option Year 2					2,718,785	1,941,990	4,660,775
<b>Total</b>	<b>2,562,716</b>	<b>4,393,228</b>	<b>4,393,228</b>	<b>4,470,110</b>	<b>4,604,212</b>	<b>1,941,990</b>	<b>22,365,484</b>

The above cost calculations for the option years reflect an estimated 3% increase in the consumer price index (CPI) for the labour cost.

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

## DECISION HISTORY

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At its meeting of June 27, 2018, Bid Award Panel adopted item BA83.1, to award Corporate Request for Proposal Number 9101-18-7030, for city-wide security guard services for a period of three (3) years from July 1, 2018 to June 30, 2021, with the City having the option to extend the contract for an additional one (1) year period.  
<http://www.toronto.ca/legdocs/mmis/2018/ba/bgrd/backgroundfile-117502.pdf>

## COMMENTS

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Contracted security guard services are used at a number of City sites to provide physical security staffing and customer service for employees and the public. The guard services required encompass both static and mobile guard services for various City sites and for City events, and are a key proactive and response measure to safeguard City buildings, assets, employees, and the public.

On May 13, 2021, Purchasing and Materials Management Division issued a Request for Proposal (Ariba Document Number 2961601919) to request proposals from qualified vendors for security guard services at various City locations for a period of three (3) years, with the City's option to extend the contract for up to (2) additional option years at the sole discretion of the City.

The Request for Proposal closed on June 14, 2021, and its objective was to select the highest scoring proponent to provide professional security guard services. A total of ten (10) proposals were received. The summary of bids received are illustrated in the table below:

Table 2: Summary of Bids Received for Request for Proposal Ariba Document Number 2961601919:

<b>Proponent's Name</b>
A.S.P. Incorporated
Cancom Security
G4S Security Services
Garda Canada Security Corporation
Iron Horse Security
Logixx Security Incorporated

<b>Proponent's Name</b>
Neptune Security Services
OBN Security & Investigative Consultants Incorporated
Paladin Security Group Limited
Safety First Security Services

**Range of Scores:**

75.4 to 34.5

The evaluation process consisted of three (3) stages:

Stage 1 - Mandatory Submission Requirements

Stage 2 - Technical Proposal Evaluation Process

Stage 3 - Cost of Services

On July 8, 2021, Purchasing and Materials Management determined that all ten (10) submissions complied with the mandatory requirements stated in the call document (Stage 1) and the proposal submissions were released to the Bid Evaluation Team for evaluation (Stage 2).

The Bid Evaluation Team, consisting of three staff members from Corporate Real Estate Management, conducted a comprehensive review of each vendor's submission, based on the criteria set out in the Request for Proposal. A maximum of 70 points were allocated for the Technical Proposals and 25 points for the Cost of Services. A minimum threshold score of 52.50 points or 70% for the technical evaluation must have been met by the vendor to be considered for the contract award. The Technical Proposals were first evaluated and scored independently by the Bid Evaluation Team. Garda Canada Security Corporation and Logixx Security Incorporated met the minimum threshold, and proceeded to the Cost of Services stage (Stage 3), and were scored in accordance with the evaluation criteria stated in the Request for Proposal call document. All other submissions did not meet the minimum technical score. Following this evaluation, Logixx Security Incorporated was ranked first with the highest overall total score.

The Bid Evaluation Team recommended the contract award to Logixx Security Incorporated, for a period of three (3) years from the date of the award, with the City's option to extend the contract for up to (2) additional option years, at the sole discretion of the City. The contract has a commencement date of July 1, 2022, with an end date of June 30, 2025, excluding all option years.

Corporate Real Estate Management reviewed the proposal submitted by Logixx Security Incorporated, and found it to be in conformance with the Request for Proposal (Ariba Document Number 2961601919) requirements. Corporate Real Estate Management reviewed the unbalanced bid analysis and compared the lowest proposal submission to the estimated costs, and found the prices of the recommended vendor to be reasonable.

The Fair Wage Office has reported that the recommended Proponent has indicated they have reviewed and understand the Fair Wage Policy and Labour Trades requirements and the recommended Proponent has agreed to comply fully.

## **CONTACT**

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Dwaine Nichol, Director, Corporate Security, Corporate Real Estate Management,  
416-397-7129, [Dwaine.Nichol@toronto.ca](mailto:Dwaine.Nichol@toronto.ca)

Justin Lau, Manager, Purchasing Client Services, Purchasing and Materials  
Management Division, 416-392-7316, [Justin.Lau@toronto.ca](mailto:Justin.Lau@toronto.ca)

## **SIGNATURE**

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Patrick Matozzo  
Executive Director, Corporate Real Estate Management

Michael Pacholok  
Chief Procurement Officer