



BID AWARD PANEL CONTRACT AWARD

Award of Ariba Document Number 3779187827 to ISN Canada Group Holdings Inc. for the Supply and Delivery of Heavy-Duty Mobile Column Vehicle Lifts for Fleet Services Division

Date: February 9, 2023
To: Bid Award Panel
From: Chief Procurement Officer
Wards: All

RECOMMENDATIONS

The Chief Procurement Officer recommends that the Bid Award Panel grant authority to award the following contract:

Solicitation Number:

Request for Quotation, Ariba Document Number 3779187827

Description:

For the non-exclusive supply, delivery, installation, programming, software updates, warranty, and operations/maintenance training of Rotary Mach Series Heavy Duty Mobile Column Vehicle Lifts, capable of lifting 18,000 lbs per column, for the City of Toronto's Fleet Services Division (FSD), for a period of one (1) year from date of award to February 14, 2024, with the option to renew the contract for an additional four (4) separate one (1) year periods.

Should the option year(s) be exercised, then the General Manager, Fleet Services Division will request the Chief Procurement Officer to process the renewals under the same terms and conditions.

Recommended Supplier:

ISN Canada Group Holdings Inc.

Contract Award Value:

\$ 331,028 net of all applicable taxes and charges
\$ 374,061 including HST and all applicable charges
\$ 336,853 net of HST recoveries

Contract is expected to start on the date of award and end on February 14, 2024.

Option Year 1 - From February 15, 2024 to February 14, 2025
\$340,959 net of all applicable taxes and charges

\$385,283 including all applicable taxes and charges
\$346,959 net of HST recoveries

Option Year 2 – From February 15, 2025 to February 14, 2026
\$351,187 net of all applicable taxes and charges
\$396,842 including all applicable taxes and charges
\$357,368 net of HST recoveries

Option Year 3 – From February 15, 2026 to February 14, 2027
\$361,723 net of all applicable taxes and charges
\$408,747 including all applicable taxes and charges
\$368,089 net of HST recoveries

Option Year 4 – From February 15, 2027 to February 14, 2028August
\$372,575 net of all applicable taxes and charges
\$421,009 including all applicable taxes and charges
\$379,132 net of HST recoveries

The total potential contract award to ISN Canada Group Holding Inc., including all option years, is \$ 1,757,471 net of all taxes, and \$1,985,943 including all applicable taxes and charges. **The total potential cost to the City, including all optional years is \$1,788,403 net of HST Recoveries.**

The above cost calculations reflect a 25% miscellaneous cost per supplier award for unforeseen factors, and a 3% CPI adjustment applied annually to the yearly cost after the initial year term and reflected in Table 1.

FINANCIAL IMPACT

The total potential contract award identified in this report is \$1,985,943 including all applicable taxes and charges. The total potential cost to the City is \$ \$1,788,403 net of HST recoveries.

Funding in the amount of \$202,458 net of HST recoveries is included in the 2023 Tabled Operating Budget for Fleet Services Division. Funding in the amount of \$28,923 net of HST recoveries for the balance of the contract period to February 14, 2024 will be included in the 2024 Operating Budget Submission for Fleet Services Division.

Funding in the amount of \$92,289 net of HST recoveries is included in the 2023 Tabled Operating Budget for Toronto Fire Services. Funding in the amount of \$13,184 net of HST recoveries for the balance of the contract period to February 14, 2024 will be included in the 2024 Operating Budget submission for Toronto Fire Services.

Should the City choose to exercise options to renew for an additional four (4) separate one (1) year periods, then appropriate additional funding, if needed, will be included in the 2024-2028 annual Operating Budget Submissions for Fleet Services Division as detailed in Table 1 and Toronto Fire Services as detailed in Table 2 as follows:

Table 1: Financial Impact Summary of Recommended Contracts (net of HST recoveries) to Fleet Services Division

Fleet Services Division Fleet Services Operational Budget: FL100 Cost Element: 2181 and 4404	Total (net of HST Recoveries)
Initial Year Period From February 15, 2023 to December 31, 2023	\$202,458
Initial Year Period From January 1, 2024 to February 14, 2024	\$28,923
Option Year 1 From February 15, 2024 to December 31, 2024	\$208,531
Option Year 1 From January 1, 2025 to February 14, 2025	\$29,790
Option Year 2 From February 15, 2025 to December 31, 2025	\$214,787
Option Year 2 From January 1, 2026 to February 14, 2026	\$30,684
Option Year 3 From February 15, 2026 to December 31, 2026	\$221,231
Option Year 3 From January 1, 2027 to February 14, 2027	\$31,604
Option Year 4 From February 15, 2027 to December 31, 2027	\$227,868
Option Year 4 From January 1, 2028 to February 14, 2028	\$32,553
Total Cost From February 15, 2023 to February 14, 2028	\$1,228,429

Table 2: Financial Impact Summary of Recommended Contracts (net of HST recoveries) to Toronto Fire Services

Toronto Fire Services Fire Services Operational Budget: FR0025 Cost Element: 2120	Total (net of HST Recoveries)
Initial Year Period From February 15, 2023 to December 31, 2023	\$92,289
Initial Year Period From January 1, 2024 to February 14, 2024	\$13,184
Option Year 1 From February 15, 2024 to December 31, 2024	\$95,058
Option Year 1 From January 1, 2025 to February 14, 2025	\$13,580
Option Year 2 From February 15, 2025 to December 31, 2025	\$97,910
Option Year 2 From January 1, 2026 to February 14, 2026	\$13,987
Option Year 3 From February 15, 2026 to December 31, 2026	\$100,847
Option Year 3 From January 1, 2027 to February 14, 2027	\$14,407
Option Year 4 From February 15, 2027 to December 31, 2027	\$103,873
Option Year 4 From January 1, 2028 to February 14, 2028	\$14,839
Total Cost From February 15, 2023 to February 14, 2028	\$559,974

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

SOLICITATION SUMMARY

Solicitation Issued: December 14, 2022

Solicitation Closed: January 10, 2023

Number of Addenda Issued: Two (2)

Number of Bids: One (1)

Table 2: Summary of Bids Received for RFQ, Ariba Doc Number 3779187827 Mobile Column Vehicle Lifts

Supplier Name	Bid Price (excluding HST)*	
	Fleet Services Division	Toronto Fire Services Division
ISN Canada Group Holding Inc.	\$181,903	\$ 82,920

DIVISION CONTACTS

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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

Geneviève Sharkey
Chief Procurement Officer