



BID AWARD PANEL CONTRACT AWARD

Award of Ariba Document Number 3741395991 to Access Planning Ltd. for The Development of A City- Wide Parking Strategy for the City of Toronto for Transportation Services

Date: March 2, 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 Proposal, Ariba Document Number 3741395991

Description:
Request for Proposal for the development of a city-wide Parking Strategy for the City of Toronto with associated supporting documents and services including Stakeholder and Public Engagement Plans, Interim Reports and a fulsome Parking Strategy

Recommended Supplier:
Access Planning Ltd.

Contract Award Value:
\$597,115 net of all applicable taxes and charges
\$674,740 including HST and all applicable charges
\$607,624 net of HST recoveries

Contract is expected to start on March 22, 2023 and end on May 22, 2024

FINANCIAL IMPACT

The total contract award identified in this report is \$674,740 including all applicable taxes and charges. The cost to the City is \$607,624 net of HST recoveries.

The engineering estimate for this project is \$550,000 net of all taxes and charges.

Funding has been included in the 2023 Approved Operating Budget for Transportation

Services. Additional funding will be included in the 2024 Operating Budget Submission for Transportation Services. Additional funding details follow in Table 1.

Table 1: Financial Impact Summary of Recommended Contract (Net of HST recoveries)

	Cost Centre/Cost Element	Description	Date of Award to Dec. 31, 2023	Jan. 1, 2024 to May 22, 2024
Contract (March 22, 2023 to May 22, 2024)	TS2020 C/E: 4089	Consulting Services – Management/Research and Development	\$303,812	\$303,812
Total				\$607,624

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

SOLICITATION SUMMARY

Solicitation Issued: November 24, 2022 **Solicitation Closed:** January 24, 2023
Number of Addenda Issued: Six (6)
Number of Bids: Two (2)

Table 2: Summary of Bids Received for Ariba Document Number 3741395991

Supplier Name
Access Planning Ltd.
Mott MacDonald Canada Limited

DIVISION CONTACTS

Marie Reid, Manager, Infrastructure and Development Services, Purchasing Client Services, Purchasing and Materials Management Division, 416-397-5187,
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Nazzareno Capano, Manager, Operational Policy & Innovation, Transportation Services,
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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