



BID AWARD PANEL CONTRACT AWARD

Award of Ariba Document Number 3734314805 to Cardinal Health for the non-exclusive Supply and Delivery Medical and Personal Supplies for Seniors Services and Long Term Care Division

Date: April 20, 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 (RFQ), Ariba Document Number 3734314805

Description:

For the non-exclusive supply, delivery and warranty various Medical and Personal care Supplies for Seniors Services and Long-Term Care Division for a period of two (2) years, with the option to renew the contract for three (3) additional one (1) year period.

Should the option(s) be exercised, then the Director of Seniors Services and Long-Term Care will request the Chief Procurement Officer to process the renewals under the same terms and conditions.

Recommended Supplier:

Cardinal Health

Contract Award Value:

\$2,099,192 net of all applicable taxes and charges
\$2,372,087 including HST and all applicable charges
\$2,136,138 net of HST recoveries

Contract is expected to start on Date of Award and end on March 31, 2025.

Option Year 1 (April 1, 2025 to March 31, 2026)
\$1,081,084 net of all applicable taxes and charges
\$1,221,625 including HST and all applicable charges

\$1,100,111 net of HST recoveries

Option Year 2 (April 1, 2026 to March 31, 2027)

\$1,113,517 net of all applicable taxes and charges

\$1,258,274 including HST and all applicable charges

\$1,133,114 net of HST recoveries

Option Year 3 (April 1, 2027 to March 31, 2028)

\$1,146,922 net of all applicable taxes and charges

\$1,296,022 including HST and all applicable charges

\$1,167,108 net of HST recoveries

The total potential contract award including all option years is \$6,148,008 including all applicable taxes and charges and \$5,440,715 net of all applicable taxes and charges. **The potential cost to the City including all option years is \$5,536,471 net of HST recoveries.**

The above cost calculations reflect a contingency allowance of \$345,000 and a 3% CPI adjustment applied annually to the yearly cost after the initial two (2) year period.

FINANCIAL IMPACT

The total potential contract award including all option years is \$6,148,008 including all applicable taxes and charges and \$5,440,715 net of all applicable taxes and charges. The potential cost to the City including all option years is \$5,536,471 net of HST recoveries.

Funding is available in the 2023 Approved budget Should the optional period be exercised, appropriate additional funding will be requested in the 2024-2025 Operating Budget Submissions. Funding details are summarized in Table 1 as follows:

Table 1: Financial Impact Summary of Recommended Contract:

Seniors Services and Long-Term Care SSLTC Operational Budget: D3*144/2823,2826,2855 Functional Area: 1610000000	Net of HST Recoveries
Initial Year Period From Date of Award and December 31, 2023	\$801,052
Initial Year Period From January 1, 2024 to March 31, 2024	\$267,017
Initial Year Period From April 1, 2024 to December 31, 2024	\$801,052
Initial Year Period From January 1, 2025 to March 31, 2025	\$267,017
Option Year 1 From April 1, 2025 to March 31, 2026	\$1,100,111
Option Year 2 From April 1, 2026 to March 31, 2027	\$1,133,114
Option Year 3 April 1, 2027 to March 31, 2028	\$1,167,108

Seniors Services and Long-Term Care SSLTC Operational Budget: D3*144/2823,2826,2855 Functional Area: 1610000000	Net of HST Recoveries
Grand Total	\$5,536,471

The Chief Financial Officer and Treasurer has reviewed this report and agrees with information included in the Financial Impact section.

SOLICITATION SUMMARY

Solicitation Issued: December 01, 2022
29th, 2023

Solicitation Closed: January

Number of Addenda Issued: Three (3)

Number of Bids: 4

Table 2: Summary of Bids including bid price

Supplier Name	Bid Price (Excluding H.S.T)
Bionuclear Diagnostics Inc*	N/A
Cardinal Health	\$2,099,192
Medline Canada Corp*	N/A
J.J Mehta & Sons*	N/A

* Supplier was found non-compliant with mandatory requirements, prices were submitted, however, not reportable due to their non compliance.
Pursuant to the Request for Quotation document the contract award value includes contingency

DIVISION CONTACTS

Kelly McGarry, Manager, Community & Social Services and City Manager Office,
Purchasing Client Services, Purchasing & Materials Management, Tel: 416-338-5574,
Email: Kelly.McGarry@toronto.ca

Daniela Sabatini, Director, Management Services, Seniors Services and Long-Term
Care, Tel: 416-392-9061, Email: Daniela.sabatini@toronto.ca

Marina Masic, Manager, Contract Administration & Procurement Support, Senior
Services and Long-Term Care, Tel: 416-392-8910, Email: Marina.Masic@toronto.ca

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