



BID AWARD PANEL CONTRACT AWARD

Award of Ariba Document Number 3821226770 to DiCAN Inc for the provision and installation of new reversing and dash camera systems, as well as parts and repair services for various City Divisions

Date: June 22, 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 Quotations, Ariba Document Number 3821226770

Description:

For the non-exclusive supply of all labour, materials, and equipment necessary to provide and install new reversing and dash camera systems, as well as parts and repair services on Units, owned and operated by the City of Toronto's Divisions, for a period of one (1) year from June 15, 2023 to June 14, 2024, with an option in favour of the City to extend the contract on the same terms and conditions for additional terms of up to four (4) separate one (1) year periods.

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

Recommended Supplier:

DiCAN Inc - Lot 1

Contract Award Value:

\$813,742 net of all applicable taxes and charges (including 15 percent for miscellaneous items)

\$919,528 including HST and all applicable charges

\$828,063 net of HST recoveries

Contract is expected to start on June 15, 2023 and end on June 14, 2024.

Option Year 1 - From June 15, 2024 to June 14, 2025

\$838,154 net of all applicable taxes and charges (including 15 percent for miscellaneous items)
\$947,114 including all applicable taxes and charges
\$852,905 net of HST recoveries

Option Year 2 – From June 15, 2025 to June 14, 2026
\$863,298 net of all applicable taxes and charges (including 15 percent for miscellaneous items)
\$975,527 including all applicable taxes and charges
\$878,492 net of HST recoveries

Option Year 3 – From June 15, 2026 to June 14, 2027
\$889,197 net of all applicable taxes and charges (including 15 percent for miscellaneous items)
\$1,004,793 including all applicable taxes and charges
\$904,847 net of HST recoveries

Option Year 4 – From June 15, 2027 to June 14, 2028
\$915,873 net of all applicable taxes and charges (including 15 percent for miscellaneous items)
\$1,034,937 including all applicable taxes and charges
\$931,993 net of HST recoveries

The above cost calculations include three percent (3%) CPI cost adjustment applied to each term after the initial one (1) year contract period.

Contract Award Value:

The total potential combined contract awards for the supplier identified in this report including all optional years is \$4,320,264 net of all applicable taxes and charges, and \$4,881,899 including all applicable taxes and charges. **The total potential cost to the City including all option years, is \$4,396,301 net of HST recoveries.**

FINANCIAL IMPACT

The total potential combined contract awards for the supplier identified in this report including all optional years is \$4,320,264 net of all applicable taxes and charges, and \$4,881,899 including all applicable taxes and charges. The total potential cost to the City for both suppliers, including all option years, is \$4,396,301 net of HST recoveries.

Funding in the amount of \$483,037 net of HST recoveries is included in the 2023 Approved Operating Budget for Fleet Services Division. Funding in the amount of \$345,206 net of HST recoveries for the balance of the contract period to June 14, 2024 will be included in the 2024 Operating Budget Submission for Fleet Services Division.

Should the City choose to exercise its option 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 Submission for Fleet Services Division. Funding details are summarized in the Tables below as follows:

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

Fleet Services Division Fleet Services Operational Budget: FL100 Cost Element: 2181 and 4404	Net of HST recoveries
Initial Year Period from June 15, 2023 to December 31, 2023	\$ 483,037
Initial Year Period from January 01, 2024 to June 14, 2024	\$ 345,026
Option Year 1 from June 15, 2024 to June 14, 2025	\$ 852,905
Option Year 2 from June 15, 2025 to June 14, 2026	\$ 878,492
Option Year 3 from June 15, 2026 to June 14, 2027	\$ 904,847
Option Year 4 from June 15, 2027 to June 14, 2028	\$ 931,993
Total Contract Value from the date of award to June 14, 2028	\$ 4,396,301

Table 2: Combined Financial Impact by Budget Year (Net of HST recoveries)

Fleet Services Operational Budget: FL100 Cost Element: 2181 and 4404						
2023	2024	2025	2026	2027	2028	Total
\$483,037	\$842,555	\$867,831	\$893,866	\$920,682	\$388,330	\$4,396,301

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

SOLICITATION SUMMARY

Solicitation Issued: February 21, 2023

Solicitation Closed: May 9, 2023

Number of Addenda Issued: Four (4)

Number of Bids: One (1)

Table 3: Summary of Bids Received including bid price.

Supplier Name	Bid Price (excluding H.S.T.) * Lot 1
DiCAN Inc	\$707,601 CAD

*The Bid Price does not include miscellaneous cost.

DIVISION CONTACTS

Clarman Yang, Acting Manager, Purchasing Client Services, Purchasing and Materials Management Division

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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