



BID AWARD PANEL CONTRACT AWARD

Award of Ariba Document Number 3988526049 to Alpine Building Maintenance Inc. for the Provision of Custodian Services to Seniors Services and Long- Term Care homes.

Date: September 7, 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 3988526049

Description:

For the provision of Custodian Services of housekeeping and laundry workers to Seniors Services and Long-Term Care homes. The term of the Contract is to be for a period of two (2) years with an option in favour of the City to extend the agreement on the same terms and conditions for an additional term of up to one (1) additional year period.

Should the option be exercised, then the General Manager of Seniors Services and Long-Term Care Division or designate will request the Chief Procurement Officer to process the renewals under the same terms and conditions.

Recommended Supplier:

Alpine Building Maintenance Inc.

Contract Award Value:

\$9,214,560 net of all applicable taxes and charges
\$10,412,453 including HST and all applicable charges
\$9,376,736 net of HST recoveries

Contract is expected to start on October 1, 2023, and end on September 30, 2025

Option Year 1: October 1, 2025, to September 30, 2026
\$4,745,498 net of all applicable taxes and charges

\$5,362,413 including HST and all applicable charges
\$4,829,019 net of HST recoveries

The total potential contract award identified in this report including optional periods is \$15,774,866 including all applicable taxes and charges. **The total potential cost to the City including optional periods is \$14,205,755 net of HST recoveries.**

FINANCIAL IMPACT

The total potential contract award identified in this report including optional periods is \$15,774,866 including all applicable taxes and charges. The total potential cost to the City including optional periods is \$14,205,755 net of HST recoveries.

Funding for the 2023 contract period is available in the 2023 Approved Operating Base Budget of Seniors Services and Long-Term Care, as detailed in Table 1. Additional funding for the remaining Initial Term, January 1, 2024 to September 30, 2025, will be included in the 2024 and 2025 Operating Budget Submissions of the division, for Council consideration. Should the optional period be exercised, appropriate additional funding will be requested through the City's 2025 and 2026 Budget Processes for Seniors Services and Long-Term Care's. Funding details follow in Table 1 below:

Table 1: Financial Impact Summary of Recommended Contract

	Initial Term October 1, 2023, to September 30, 2025			Option Year 1- Oct.1, 2025 to Sept.30, 2026
Cost Centre/ Cost Element	October 1, 2023- December 31, 2023	January 1, 2024 - December 31, 2024	January 1, 2025- Sept.30, 2025	
D3*041/D3Z01 1/D3*061 C/E 4415/4699	\$1,172,092	\$4,688,368	\$3,516,276	\$4,829,019
Total	\$14,205,755			

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

SOLICITATION SUMMARY

Solicitation Issued: June 20, 2023
Number of Addenda Issued: Two (2)
Number of Bids: Four (4)

Solicitation Closed: July 20, 2023

Table 2: Summary Responses Received for Ariba Document Number 3988526049

Responses Name
Alpine Building Maintenance Inc.*
Elite Health Solutions Inc.**
Resolve Support Services**
SQM Janitorial Services Inc.**

*Pursuant to the Request for Proposal document the contract award value on page 1 includes 20% miscellaneous.

** Supplier did not meet the required technical threshold to be considered for award.

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