



BID AWARD PANEL CONTRACT AWARD

Award of Collaborative Procurement from Kinetic GPO Request for Standing Offers Number 21-02 to Matthews Equipment Limited Operating As Herc Rentals for the supply of Equipment and Tool Rentals for Economic Development & Culture

Date: September 14, 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:

Kinetic GPO, Request for Standing Offers (RFSO) Number 21-02

Description:

After reviewing Kinetic GPO Request for Standing Offers (RFSO) Number 21-02, Economic Development & Culture Division will leverage this Kinetic GPO contract with Matthews Equipment Limited Operating As Herc Rentals and enter into an agreement with Matthews Equipment Limited Operating As Herc Rentals for the supply of Equipment and Tool Rentals, from August 1, 2023 to June 30, 2024 with an opportunity for two option years through to June 30, 2026.

Recommended Supplier:

Matthews Equipment Limited O/A Herc Rentals

Contract Award Value:

\$700,000 net of all applicable taxes and charges
\$791,000 including HST and all applicable charges
\$712,320 net of HST recoveries

The contract with option years is expected to start from August 1, 2023, and end by June 30, 2026.

FINANCIAL IMPACT

The total potential contract award identified in this report is \$791,000 including all applicable taxes and charges. The total potential cost to the City is \$712,320 net of HST recoveries.

Funding is in the 2023 Approved Operating Budget of the Economic Development & Culture Division. Additional funding will be included in its 2024-2026 Operating Budget Submissions.

Table 1: Financial Impact Summary of Recommended Contract

Division	WBS Element/ Group Cost Centre/	August 1, 2023 - Dec. 31, 2023	January 1, 2024 - Dec. 31, 2024	January 1, 2024 - Dec. 31, 2024	January 1, 2026 - June 30, 2026	Total (net of HST Recoveries)
Economic Development & Culture	SE0003, SE0004, SE0005, SE0006, SE0007, SE0008, SE0010, SE0011, SE0019 AH0050, CM0011 / GL4403	\$178,080	\$228,960	\$254,400	\$50,880	\$712,320

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

SOLICITATION SUMMARY

Solicitation Issued: March 12, 2021 **Solicitation Closed:** April 30, 2021

Number of Addenda Issued: One (1)

Number of Bids: Three (3)

DIVISION CONTACTS

Kelly McGarry, CSCMP , Manager, Purchasing Client Services Purchasing and Materials Management Division, 416-338-5574, Kelly.McGarry@toronto.ca

Pat Tobin, Manager, Economic Development & Culture Division, Arts and Culture Services; Tel: 416-392-4166, Patrick.Tobin@toronto.ca

COMMENTS

The City of Toronto is leveraging the Kinetic GPO contract for the recommended award, as per the Toronto Municipal Code, Chapter 195-6.6 - Procurement of same goods and services as a public body.

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