



BID AWARD PANEL CONTRACT AWARD

Award of Ariba Document Number 4049072498 to GasPro, A Division of ProsResp Inc., for the delivery of medical grade oxygen cylinder refilling, cylinder repairs, cylinder purchase, cylinder exchange for Toronto Paramedic Services, Toronto Fire Services and Toronto Animal Services

Date: September 28, 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, Ariba Document Number 4049072498

Description:

For the non-exclusive supply and delivery of medical grade oxygen cylinder refilling, and/or cylinder repairs, and/or cylinder purchase and/or cylinder exchange for Toronto Paramedic Services, Toronto Fire Services and Toronto Animal Services (ML&S) Divisions, from date of award, to November 07, 2024, with the option to renew the Contract for four (4) additional separate one (1) year period at the sole discretion of the City and subject to budget approval(s).

Should the option(s) be exercised then the Chiefs of Toronto Paramedic Services and Fire Services, and The Director of Animal Services will request the Chief Procurement Officer to process the renewals under the same terms and conditions.

Recommended Supplier:

GasPro, A Division of Prosresp Inc.

Contract Award Value:

\$395,597 net of all applicable taxes and charges (Including 20% for miscellaneous items)

\$447,024 including HST and all applicable charges

\$402,559 net of HST recoveries

Contract is expected to start on date of award and end on November 07, 2024.

Option Year 1: (November 08, 2024 – November 07, 2025)

\$407,464 net of all applicable taxes and charges

\$460,435 including HST and all applicable charges

\$414,636 net of HST recoveries

Option Year 2: (November 08, 2025 – November 07, 2026)

\$419,688 net of all applicable taxes and charges

\$474,248 including HST and all applicable charges

\$427,075 net of HST recoveries

Option Year 3: (November 08, 2026 – November 07, 2027)

\$432,279 net of all applicable taxes and charges

\$488,475 including HST and all applicable charges

\$439,887 net of HST recoveries

Option Year 4: (November 08, 2027 – November 07, 2028)

\$445,247 net of all applicable taxes and charges

\$503,130 including HST and all applicable charges

\$453,084 net of HST recoveries

The total potential contract award including all option years is \$2,373,312 including all applicable taxes and charges and \$2,100,275 net of all applicable taxes and charges.

The potential cost to the City including all option years is \$2,137,240 net of HST recoveries.

The above cost calculations for the Option Years reflect, where required, an estimated annual 3% increase as per the Consumer Price Index (CPI).

FINANCIAL IMPACT

The total potential contract award including all option years is \$2,373,312 including all applicable taxes and charges and \$2,100,275 net of all applicable taxes and charges. The potential cost to the City including all option years is \$2,137,240 net of HST recoveries.

Funding is available in the 2023 Approved Operating Budgets of Toronto Paramedic Services (TPS), Toronto Fire Services (TFS) and Municipal Licensing & Standards (ML&S) and additional funding will be included in their 2024 Operating Budget Submissions.

Should the City choose to exercise the option(s) to renew for an additional four (4) separate one (1) year periods, the appropriate additional funding, will be requested in the 2024-2028 annual operating Budget Submissions for TPS, TFS and ML&S as part of the annual budget review process. Additional funding details follow in Table 1.

Table 1: Financial Impact Summary of Recommended Contract (Net of HST Recoveries) and Including 20% for miscellaneous items:

Toronto Paramedic Services

Cost Centre / Element	Initial Term 2023	Initial Term 2024	Option Year One	Option Year Two	Option Year Three	Option Year Four	Total
B46700 /2823, 2845	\$60,756	\$303,780	\$375,472	\$386,736	\$398,338	\$410,289	\$1,935,371

Toronto Fire Services

Cost Centre / Element	Initial Term 2023	Initial Term 2024	Option Year One	Option Year Two	Option Year Three	Option Year Four	Total
FR0024 /2590 FR0045 /2823	\$5,832	\$29,158	\$36,039	\$37,121	\$38,234	\$39,381	\$185,765

Municipal Licensing & Standards

Cost Centre / Element	Initial Term 2023	Initial Term 2024	Option Year One	Option Year Two	Option Year Three	Option Year Four	Total
MS5045 /2845	\$506	\$2,527	\$3,124	\$3,218	\$3,315	\$3,414	\$16,104

Consolidated Total – Toronto Paramedic Services, Fire Services & Municipal Licensing & Standards

Initial Term 2023	Initial Term 2024	Option Year One	Option Year Two	Option Year Three	Option Year Four	Total
\$67,093	\$335,466	\$414,636	\$427,075	\$439,887	\$453,084	\$2,137,241

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

CALL SUMMARY

Call Issued: August 08, 2023 **Call Closed:** August 29, 2023

Number of Addenda Issued: Zero (0)

Number of Bids: Three (3)

Table 2: Summary of Bids Received including bid price

Supplier Name	Bid Price (excluding HST)
GasPro, A Division of ProsResp Inc.,	\$329,663.80
Ontario Medical Oxygen Services Inc.	\$417,360.80
Maggas Medical Inc.	\$556,110.16

DIVISION CONTACTS

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Jim Jessop, Deputy Chief, Toronto Fire Services Division, Telephone: 416-338-9053, Jim.Jessop@toronto.ca

Esther Attard, Director, Toronto Animal Services, Telephone: 416-338-1476, Esther.Attard@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