



BID AWARD PANEL CONTRACT AWARD

Award of Ariba Document Number 4131082400 to 3M Canada Company for the Non-Exclusive Supply, Delivery and Warranty of Reflective and Non- Reflective Sheeting for Transportation Services

Date: October 19, 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 4131082400, Contract 24TR-OM-200-SAM-SH

Description:

Non-exclusive supply, delivery and warranty of Reflective and Non-Reflective Sheeting, on an as and when required basis for City of Toronto's Transportation Services, for a period of two (2) years from January 1, 2024 to December 31, 2025, with the option to renew the contract for one (1) year period at the sole discretion of the City and subject to budget approval.

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

Recommended Supplier:

3M Canada Company

Contract Award Value:

\$710,425 net of all applicable taxes and charges

Option Year: January 1, 2026-December 31, 2026

\$365,869 net of all applicable taxes and charges

\$413,432 including HST and all applicable charges

\$372,308 net of HST recoveries

The total potential contract award, including option year is \$1,076,294 net of all applicable taxes and charges and \$1,216,212 including all applicable taxes and charges

The total potential cost to the City, including the option year is \$1,095,237 net of HST recoveries.

The above cost calculations for the Option Year reflects an estimated annual three (3) percent increase, as per the Consumer Price Index.

FINANCIAL IMPACT

The total potential contract award, including the option year, identified in this report is \$1,076,294 net of all applicable taxes and charges and \$1,216,212 including all applicable taxes and charges. The total potential cost to the City is \$1,095,236 net of HST recoveries.

The engineering estimate for this project is \$798,658 (price for 2 years) net of all taxes and charges.

Funding is available in the 2023 Approved base Operating Budget and will be requested as part of the 2024-2025 Operating Budget Submissions for Transportation Services. Should the optional period be exercised, then additional funding will be requested in the 2026 Operating Submission for Transportation Services. Additional funding details follow in Table 1.

Table 1: Financial Impact Summary of Recommended Contract

Cost Centre/ Cost Element	January 1, 2024 - December 31, 2024	January 1, 2025 - December 31, 2025	January 1, 2026- December 31, 2026 (Option Year)	Total Net of HST Recoveries
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SOLICITATION SUMMARY

Solicitation Issued: August 18, 2023

Solicitation Closed: September 12, 2023

Number of Addenda Issued: One (1)

Number of Bids: One (1)

Table 2: Summary of Bids Received including bid price.

Supplier Name	Bid Price (excluding H.S.T)
3M Canada Company	\$645,840.70*

*Pursuant to the Request for Quotation document the contract award value includes contingency.

DIVISION CONTACTS

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John Papaconstantinou, Acting Manager, Signs and Markings, Operations and Maintenance, Transportation Services, 416-338-4807, John.Papaconstantinou@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:</

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