

REPORT FOR ACTION

Security Services for Vehicle Marshalling and Events

Date: May 25, 2023

To: The Board of Governors of Exhibition Place

From: Don Boyle, Chief Executive Officer

Wards: Ward 10, Spadina - Fort York

SUMMARY

This report seeks the Board's approval to enter into an agreement with The West Egg Group Security Services ("West Egg Group") from date of award to December 31, 2024, with an option to extend for three additional separate one-year periods, for the non-exclusive "official supplier" provision of marshalling, road closure, event, and special assignment security guard services to Exhibition Place having received the highest overall score.

A Request for Proposals (RFP) competitive process was issued through Exhibition Place Bonfire platform for the non-exclusive official security supplier for security services with eight (8) submissions received.

RECOMMENDATIONS

The Chief Executive Officer recommends that:

1. The Board approve an agreement with The West Egg Group Security Services from the date of award to December 31, 2024, with the option to extend for three (3) separate one (1) year periods, on the terms and conditions outlined in this report, and other such terms and conditions satisfactory to the CEO of Exhibition Place and City Solicitor.

FINANCIAL IMPACT

Based on past years, the annual cost of these services is in the range of \$92,000.00 exclusive of HST which costs will increase by CPI for the renewal options. The cost is provided for in the 2023 Operating Budget, and will be provided for in the 2024, 2025 and 2026 Operating Budgets.

DECISION HISTORY

The Exhibition Place 2022 - 2026 Strategic Plan has a Goal to Exceed Client and Visitor Experience to promote site safety and provide our staff with the ability to exceed the expectations of our clients, guests, and visitors. A strategy to support this goal we will foster long-term partnerships and alliances with public and private sector organizations that focus on that experience.

At its meeting of November 15, 2018, the Board approved an agreement with G4S Secure Solutions (Canada) Ltd. for the non-exclusive provision of road closure and vehicle marshalling security services for a one-year term with three one-year options to renew.

<https://secure.toronto.ca/council/agenda-item.do?item=2018.EP15.20>

COMMENTS

On April 6, 2023, Exhibition Place, through the Bonfire electronic procurement public sector portal issued a Request for Proposals (RFP) to establish a new agreement for an Official Supplier for the provision of Professional Security Services commencing August 1, 2023. The RFP closed on April 27, 2023, with eight submissions from the following firms:

1. Allied Universal Security Services of Canada
2. Armada North Inc.
3. Blackbird Security Inc.
4. Executek International
5. Living Shepherd Security Services
6. STAR Security Inc.
7. The West Egg Group Security Services
8. Top Defence Security Services Inc.

Once submissions were received, a Selection Committee comprised of staff from Operations, Security Services, and Purchasing reviewed all proposals in accordance with the RFP evaluation criteria, which placed emphasis on experience and qualifications. The RFP document detailed the Board's specific requirements, scope of work, and expected qualifications. Proponents were required to respond to those requirements and provide firm hourly rates which were applied to projected annual requirements resulting in a total cost. Firm prices were quoted for the first year with increases in rates for optional years to be increased in accordance with the annual CPI - All Items - Toronto, as issued by Stats Canada for a 12-month period commencing three months prior to the start of each option year.

In accordance with the RFP Selection Process, proposals were scored using an evaluation table consisting of a Technical Portion and a Financial Portion. For submissions to receive further consideration on the Financial Portion, the Technical Portion must score a minimum threshold score of 50 of the 75 points available.

The Technical Portion scores of the proposals submitted by Armada North Inc, Blackbird Security Inc., Executec International, Living Shepherd Security Services & Top Defence Security Services Inc. fell below this minimum requirement and therefore these submissions received no further consideration. The Financial Portion was scored out of a possible 25 points based on the total evaluated price, for a total score of 100 points.

The Evaluation was completed on May 10, 2023 and final scores of the remaining submissions were as follows:

The West Egg Group Security Services	85.6
STAR Security Inc.	83.0
Allied Universal Security Services of Canada	76.6

Staff report favourably on the references submitted by The West Egg Group and past direct experience. The City of Toronto Fair Wage and Labour Trades Office confirms the City has confirmed that the West Egg Group is in compliance with the Fair Wage and Labour Trades requirements for this work.

The West Egg Group is a premium security service provider within the West Egg Group of companies. West Egg was created to provide the security industry with a security option for premium security services through specialized training and management. West Egg have clients that include the Toronto Transit Commission, Cadillac Fairview, Oxford Properties, and the City of Toronto.

Staff is recommending the approval of an agreement with The West Egg Group having received the highest overall score on the following terms and conditions:

Terms and Conditions:

- Term: Date of award to December 31, 2024, on an as required non-exclusive Official Supplier basis, with the option to extend for three additional separate one-year periods subject to satisfactory performance review and budget availability.
 - Pricing: Pricing is to be fixed during the term of the Agreement in accordance with the terms of the RFP.
 - Assignment: The agreement shall not be assigned by The West Egg Group without written consent of the Board.
 - Indemnity/Insurance: The West Egg Group shall provide proof of insurance in a form and amount satisfactory to the Board and containing provisions including the Board and the City of Toronto as additional insured with a cross liability/severability of interest clause of standard wording.
 - Union Obligations: The West Egg Group shall comply with all trade union/association agreements affecting work done on the grounds.
- Other Commercial Terms: The agreement shall include other standard commercial terms respecting termination and other matters in a form satisfactory to the City Solicitor and the Chief Executive Officer of Exhibition Place.

CONTACT

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SIGNATURE

Don Boyle
Chief Executive Officer