



BID AWARD PANEL CONTRACT AWARD

Award of Doc4110360580 to Continental Carbon Group Inc. for the Supply, Installation, and Disposal of Filter Media at Toronto Water Treatment Plants for Toronto Water

Date: December 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, Doc4110360580

Description:
For the supply and installation of new filter media and disposal of old filter media at the F.J. Horgan Water Treatment Plant and R.C. Harris Water Treatment Plant for the City's Toronto Water Division, from the date of award to December 31, 2024, with an option in favour of the city to extend the agreement on the same terms and conditions for an additional one (1) year period, at the sole discretion of the City and subject to budget approval.

Should the option year be exercised, the General Manager of Toronto Water will request the Chief Procurement Officer to process the renewal under the same terms and conditions.

Recommended Supplier:
Continental Carbon Group Inc.

Contract Award Value:
\$644,930 net of all applicable taxes and charges (including 10 percent for miscellaneous items)
\$728,771 including HST and all applicable charges
\$656,281 net of HST recoveries

Contract is expected to start on date of award and end on December 31, 2024.

Option Year 1 (January 1, 2025, to December 31, 2025)
 \$664,278 net of all applicable taxes and charges (including 10 percent for miscellaneous items)
 \$750,634 including HST and all applicable charges
 \$675,969 net of HST recoveries

The total potential contract award identified in this report including the option year is \$1,309,208 net of all applicable taxes and charges and \$1,479,405 including HST and all applicable taxes and charges. **The total potential cost to the City including the option year is \$1,332,250 net of HST recoveries.**

The above cost calculations reflect an estimated three (3) percent Consumer Price Index adjustment applied annually to the yearly cost after the initial term.

FINANCIAL IMPACT

The total potential contract award identified in this report including the option year is \$1,309,208 net of all applicable taxes and charges and \$1,479,405 including HST and all applicable taxes and charges. The total potential cost to the City including the option year is \$1,332,250 net of HST recoveries.

Funding is available in the Staff Prepared 2024-2033 Capital Budget and Plan for Toronto Water and the 2024 Staff Prepared Operating Budget and Outlook Year for Toronto Water for both the initial contract term and the additional optional year period, should it be exercised by the City.

Additional funding details are summarized in Table 1.

Table 1: Financial Impact Summary of Recommended Contract

Cost Centre / WBS Element / Cost Element	Date of Award to December 31, 2024	Option Year 1 January 1, 2025, to December 31, 2025	Total (net of HST recoveries)
CPW061-15 (Harris Filters Rehab.- Pilot)	\$150,000	\$150,000	\$300,000
CPW061-03 (Facility & Process Upgrades)	\$85,055	\$92,108	\$177,163
CPW062-05 (Facility & Process Upgrades)	\$50,000	\$50,000	\$100,000

Cost Centre / WBS Element / Cost Element	Date of Award to December 31, 2024	Option Year 1 January 1, 2025, to December 31, 2025	Total (net of HST recoveries)
TW7020 GL 4424	\$371,226	\$383,861	\$755,087
Total Net of HST Recoveries	\$656,281	\$675,969	\$1,332,250

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

SOLICITATION SUMMARY

Solicitation Issued: September 22, 2023 **Solicitation Closed:** October 26, 2023
Number of Addenda Issued: Four (4)
Number of Bids: Two (2)

Table 2: Summary of Bids Received including bid price

Supplier Name	Bid Price (excluding H.S.T. and 10 percent for miscellaneous items)
Continental Carbon Group Inc.	\$586,300
Black & McDonald Limited	\$792,046

DIVISION CONTACTS

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Liza Ballantyne, Manager, Process, Innovation and Energy, Toronto Water; Telephone: 416-392-2937, Email: Liza.Ballantyne@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