



BID AWARD PANEL CONTRACT AWARD

Award of Doc4115631087 to Stinson Equipment Ltd. for the Supply and Delivery of Seven (7) Latest Model Traffic Apparatus for Fleet Services

Date: January 4, 2024
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, Doc4115631087

Description:
For the supply and delivery of Seven (7) Latest Model Traffic Apparatus (six (6) solar powered and one (1) diesel driven), with the option to purchase an additional five (5) units in 2025, four (4) units in 2026, three (3) units in 2027 and four (4) units in 2028, pending budget availability.

Upon Award of this Request for Quotation, the Supplier and the City will have a Contract from the date of award to December 31, 2028, for a fixed term of Five (5) years, all in accordance with the terms, conditions, and specifications contained in this Request for Quotation and any applicable City policy.

Recommended Supplier:
Stinson Equipment Ltd.

Contract Award Value (2024):
\$158,540 net of all applicable taxes and charges
\$179,150 including HST and all applicable charges
\$161,330 net of HST recoveries

Optional Units: (2025 - 2028) 16 Units
\$416,992 net of all applicable taxes and charges
\$471,201 including HST and all applicable charges
\$424,331 net of HST recoveries

**Total Potential Contract Award Value Including Optional Purchases (2024-2028)
23 Units:**

\$575,533 net of all applicable taxes and charges
\$650,352 including HST and all applicable charges
\$585,662 net of HST recoveries

The above cost calculations reflect a 3 percent Consumer Price Index adjustment applied annually to the yearly cost after the initial one (1)-year period.

Contract is expected to start on the date of award and end on December 31, 2028.

FINANCIAL IMPACT

The total potential contract award identified in this report is \$575,533 net of all applicable taxes and charges, \$650,352 including HST and applicable charges. The total potential cost to the City is \$585,662 net of HST recoveries.

Funding for the mandatory purchases in the amount of \$161,330 net of HST recoveries is available in the 2023 Approved Capital Budget and 2024-2032 Capital Plan of Fleet Services for CFL038 and CFL010. Funding in the amount of \$424,331 net of HST recoveries for the 2025-2028 optional purchases, if applicable, will be included in future Capital Budget Submissions for Fleet Services as part of the annual budget review process. Funding details follow in Table 1:

Table 1: Financial Impact Summary of Recommended Contract (net of HST recoveries)

Account	Description	2023-2024	2025	2026	2027	2028	Grand Total
CFL038	Toronto Water – Fleet Replacement	\$53,930	\$0	\$20,389	\$0	\$77,389	\$151,708
CFL010	Transportation Services – Fleet Replacement	\$107,401	\$133,284	\$96,504	\$75,135	\$21,631	\$433,954
Total		\$161,330	\$133,284	\$116,893	\$75,135	\$99,020	\$585,662

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: October 25, 2023

Solicitation Closed: December 1, 2023

Number of Addenda Issued: Two (2)

Number of Bids: Three (3)

Table 1: Summary of Bids Received including bid price:

Supplier Name	Bid Price (excluding H.S.T.)*
Viridi Parente Inc. O/A Green Machine Equipment**	\$25,000
Stinson Equipment Ltd.	\$158,540
Almon Equipment Ltd.	\$250,060

*Bid Price does not include optional pricing.

**Supplier was found non-compliant with mandatory requirements.

DIVISION CONTACTS

Clarman Yang, Acting Manager, Purchasing Client Services, Purchasing and Material Management, 416-392-1302, Clarman.Yang@toronto.ca

Kiran Panchal, Manager, Asset Management, Fleet Services, 416-397-4258, Kiran.Panchal@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