



BID AWARD PANEL CONTRACT AWARD

Award of Doc4001686781 to PlayPower LT Canada Inc. for Outdoor Fitness Equipment for Parks, Forestry and Recreation

Date: February 8, 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, Doc4001686781

Description:
For the non-exclusive supply, delivery, installation and warranty of free standing fixed apparatus outdoor fitness equipment and information panels for the City of Toronto's Parks, Forestry and Recreation Division for a period of one (1) year with the option to renew the Contract for four (4) additional separate one (1) year periods.

Should the option(s) be exercised, the General Manager of Parks, Forestry and Recreation will request the Chief Procurement Officer to process the renewals under the same terms and conditions.

Recommended Suppliers:
PlayPower LT Canada Inc.

Contract Award Value:
\$1,104,800 net of all applicable taxes and charges
\$1,248,424 including HST and all applicable charges
\$1,124,244 net of HST recoveries

The 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
\$1,137,944 net of all applicable taxes and charges
\$1,285,877 including HST and all applicable charges
\$1,157,972 net of HST recoveries

Option Year 2: January 1, 2026 to December 31, 2026
\$1,172,082 net of all applicable taxes and charges
\$1,324,453 including HST and all applicable charges
\$1,192,711 net of HST recoveries

Option Year 3: January 1, 2027 to December 31, 2027
\$1,207,245 net of all applicable taxes and charges
\$1,364,187 including HST and all applicable charges
\$1,228,492 net of HST recoveries

Option Year 4: January 1, 2028 to December 31, 2028
\$1,243,462 net of all applicable taxes and charges
\$1,405,112 including HST and all applicable charges
\$1,265,347 net of HST recoveries

The total potential contract award identified in this report including all option years before all applicable taxes and charges is \$5,865,533 and \$6,628,053 including all applicable taxes and charges. **The total potential cost to the City including all option years is \$5,968,767 net of HST recoveries.**

The above cost calculations for the Option Years reflect an estimated 3 percent Consumer Price Index adjustment applied annually to the yearly cost after the initial one (1) year period.

FINANCIAL IMPACT

The total potential contract award identified in this report including all option years before all applicable taxes and charges is \$5,865,533 and \$6,628,053 including all applicable taxes and charges. The total potential cost to the City including all option years is \$5,968,767 net of HST recoveries.

Funding for the contract award is included in the 2023 Council Approved Operating Budget and the 2023 Capital Budget and 2024-2032 Capital Plan for Parks, Forestry and Recreation as summarized in Table 1.

The funding will be drawn upon in increments via Contract Release Orders on an as-needed basis, in consideration of approved cash flow commitments.

Should the option year periods be exercised, appropriate additional funding, as required, will be requested in the corresponding year' for Parks, Forestry and Recreation's Operating and Capital Budget Submissions.

Table 1: Financial Impact Summary of Recommended Contract

Description	Cost Centre/ WBS Element	Initial Term	Option Year 1	Option Year 2	Option Year 3	Option Year 4	Total Net of HST Recoveries
		Date of Award - December 31, 2024	January 1, 2025 - December 31, 2025	January 1, 2026 - December 31, 2026	January 1, 2027 - December 31, 2027	January 1, 2028 - December 31, 2028	
Operating	PR010-11 C/Es:2601, 3099, 4424	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	\$2,500,000
Capital Parks Development	CPR117-53	\$624,244	\$657,972	\$692,711	\$728,492	\$765,347	\$3,468,767
Total		\$1,124,244	\$1,157,972	\$1,192,711	\$1,228,492	\$1,265,347	\$5,968,767

The Chief Financial Officer and Treasurer has reviewed this report and agrees with the financial impact information.

SOLICITATION SUMMARY

Call Issued: June 8, 2023

Call Closed: July 4, 2023

Number of Addenda Issued: One (1)

Number of Bids: One (1)

Table 2: Summary of Bids Received including bid price

Bidder	Bid Price (excluding H.S.T)
PlayPower LT Canada Inc.	\$946,400*

* Pursuant to the Request for Quotation document the contract award value includes miscellaneous materials and mark up trade cost.

DIVISION CONTACTS

Marie Reid, Manager, Purchasing Client Services, Purchasing and Materials Management, Telephone: 416-397-5187, Email: Marie.Reid@toronto.ca

Jessica Chan, Construction Coordinator, Technical Services, North York District, Parks, Forestry and Recreation, Telephone: 416-395-7758, Email: Jessica.Chan@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