



BID AWARD PANEL CONTRACT AWARD

Award of Doc4316606042 to GHD Limited for Professional Consulting Services to Review and Update the City of Toronto's Long Term Waste Management Strategy for Solid Waste Management Services

Date: March 27, 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 Proposal, Doc4316606042

Description:
Professional Consulting Services to Review and Update the City of Toronto's Long Term Waste Management Strategy for a period of 30 months.

Recommended Supplier:
GHD Limited

Contract Award Value:
\$1,352,148 net of all applicable taxes and charges
\$1,527,927 including HST and all applicable charges
\$1,375,946 net of HST recoveries

The contract is expected to start on May 22, 2024 and end on November 22, 2026.

FINANCIAL IMPACT

The total potential contract award identified in this report is \$1,352,148 net of all applicable taxes and charges, \$1,527,927 including all applicable taxes and charges. The total potential cost to the City is \$1,375,946 net of HST recoveries.

The engineering estimate for this project is \$1,550,000 net of all taxes and charges.

Funding is available in the 2024-2033 Approved Capital Budget and Plan for Solid Waste Management Services for the contract period of 30 months. Additional funding details follow in Table 1 below.

Table 1: Financial Impact Summary of Recommended Contract

WBS Element	Term	Totals net of H.S.T. Recoveries
CSW013-01-04	May 22, 2024 to December 31, 2024	\$321,054
	January 1, 2025 to December 31, 2025	\$550,378
	January 1, 2026 to November 22, 2026	\$504,514
Total (net of H.S.T. recoveries)		\$1,375,946

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: December 8, 2023

Solicitation Closed: January 31, 2024

Number of Addenda Issued: Two (2)

Number of Bids: Two (2)

Table 2: Summary of Bids Received

Supplier Name
GHD Limited*
Dillion Consulting Limited

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

DIVISION CONTACTS

Marie Reid, Manager, Infrastructure and Development Services, Purchasing Client Services, Purchasing and Materials Management Division, 416-397-5187, Marie.Reid@toronto.ca

Angela Doyle, Manager, Acting Manager, Solid Waste Policy and Planning, Policy, Planning and Outreach, Solid Waste Management Services Division, 416-338-8263
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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