



## BID AWARD PANEL CONTRACT AWARD

### **Award of Doc4365588623 to Ontario Water Werx Inc. for Fire Hydrant and Sprinkler Supply Line Sub- surface Services for Corporate Real Estate Management**

**Date:** May 2, 2024  
**To:** Bid Award Panel  
**From:** Chief Procurement Officer  
**Wards:** All

#### **RECOMMENDATIONS**

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**The Chief Procurement Officer recommends that the Bid Award Panel grant authority to award the following contract:**

**Solicitation Number:**  
Request for Quotation Doc4365588623

**Description:**  
For non-exclusive supply, delivery, repairs and Warranty of all labour and materials necessary for fire hydrant and sprinkler supply line sub-surface services for the City for a period of three (3) years, with the option to extend the Contract for additional two (2) separate one (1) year terms, at the sole discretion of the City.

It is the City's intent to award this contract up to three (3) suppliers that meet the bid requirements and provided the lowest overall cost. The Pricing Form reflected the annual requirements of one (1) portfolio. In case there is only one (1) successful supplier in this RFQ, all three (3) portfolios will be awarded to said supplier.

Should the option year(s) be exercised, then the Executive Director of Corporate Real Estate Management will request the Chief Procurement Officer to process the renewals under the same terms and conditions.

**Recommended Supplier:**  
Ontario Water Werx Inc.

**Contract Award Value:**  
\$1,044,315 net of all applicable taxes and charges  
\$1,180,076 including HST and all applicable charges  
**\$1,062,695 net of HST recoveries**

**Contract is expected to start on the date of award and end on March 31, 2027**

Option Year 1 - From April 1, 2027 to March 31, 2028  
 \$358,548 net of all applicable taxes and charges  
 \$405,159 including HST and all applicable charges  
 \$364,859 net of HST recoveries

Option Year 2 - From April 1, 2028 to March 31, 2029  
 \$369,305 net of all applicable taxes and charges  
 \$417,314 including HST and all applicable charges  
 \$375,804 net of HST recoveries

**Total Potential Contract Award Value Including Option Years**

\$1,772,168 net of all applicable taxes and charges  
 \$2,002,550 including HST and all applicable charges  
**\$1,803,358 net of HST recoveries**

The above cost calculations reflect a three percent (3%) Consumer Price Index adjustment applied to each option year after the initial three (3)-year contract period.

## FINANCIAL IMPACT

The total potential contract award identified in this report is \$1,772,168 net of all applicable taxes and charges, \$2,002,550 including HST and all applicable charges. The total potential cost to the City is \$1,803,358 net of HST recoveries.

Funds are available in the 2024 Operating Budget for Corporate Real Estate Management. Additional funding will be requested in the 2025-2026 Operating Budget Submissions for Corporate Real Estate Management.

Should the City exercise the option(s) to renew for additional two (2) separate one (1)-year periods, then appropriate funding, if needed, will be included in the 2027-2029 Operating Budget Submissions for Corporate Real Estate Management. Additional funding details follow in Table 1.

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

| Period                              | Cost Centre                | Total        |
|-------------------------------------|----------------------------|--------------|
| Initial Term                        |                            |              |
| Date of Award - December 31, 2024   | FA100-30 (C/Es 4431, 4424) | \$ 265,673   |
| January 1, 2025 - December 31, 2025 | FA100-30 (C/Es 4431, 4424) | \$ 354,231   |
| January 1, 2026 - December 31, 2026 | FA100-30 (C/Es 4431, 4424) | \$ 354,231   |
| January 1, 2027 - March 31, 2027    | FA100-30 (C/Es 4431, 4424) | \$ 88,557    |
| Initial Term Total                  |                            | \$ 1,062,695 |
| Option Period 1                     |                            |              |
| April 1, 2027 - December 31, 2027   | FA100-30 (C/Es 4431, 4424) | \$ 273,644   |

|                                   |                            |              |
|-----------------------------------|----------------------------|--------------|
| January 1, 2028 – March 31, 2028  | FA100-30 (C/Es 4431, 4424) | \$ 91,215    |
| Option Period 1 Total             |                            | \$364,859    |
| Option Period 2                   |                            |              |
| April 1, 2028 - December 31, 2028 | FA100-30 (C/Es 4431, 4424) | \$ 281,853   |
| January 1, 2029 – March 31, 2029  | FA100-30 (C/Es 4431, 4424) | \$ 93,951    |
| Option Period 2 Total             |                            | \$375,804    |
| Grand Total                       |                            | \$ 1,803,358 |

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

## SOLICITATION SUMMARY

**Solicitation Issued:** January 29, 2024

**Solicitation Closed:** March 6, 2024

**Number of Addenda Issued:** One (1)

**Number of Bids:** One (1)

Table 2: Summary of Bids Received:

| Supplier Name           | Bid Price (excluding HST) |
|-------------------------|---------------------------|
| Ontario Water Werx Inc. | \$116,035*                |

\*Bid Price represents the annual requirement of one (1) portfolio

## DIVISION CONTACTS

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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**

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Genevieve Sharkey  
Chief Procurement Officer