



BID AWARD PANEL CONTRACT AWARD

Award of Ariba Doc4419211645 to Garage Supply Contracting Inc. for the maintenance, repair, and installation of automotive repair garage equipment for various Divisions

Date: May 30, 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, Doc4419211645

Description:
For the non-exclusive supply of all labour, parts, materials, equipment, and supplies for the maintenance, repair, and installation of automotive repair garage equipment for the City of Toronto Fleet Services Division, Toronto Fire Services, and Toronto Paramedics Services for a period of one (1) year from June 1, 2024, to May 31, 2025, with the option to renew the contract for an additional two (2) separate two (2) year terms.

Recommended Supplier:
Garage Supply Contracting Inc.

Contract Award Value:
\$149,820 net of all applicable taxes and charges
\$169,297 including HST and all applicable charges
\$152,457 net of HST recoveries

Contract is expected to start on June 1, 2024 and end on May 31, 2025.

Option Term 1 from June 1, 2025 to May 31, 2027
\$308,629 net of all applicable taxes and charges
\$348,751 including all applicable taxes and charges
\$314,061 net of HST recoveries

Option Term 2 from June 1, 2027 to May 31, 2029
\$317,888 net of all applicable taxes and charges

\$359,214 including all applicable taxes and charges
\$323,483 net of HST recoveries

The total potential contract award identified in this report including all optional terms is \$776,337 net of all taxes, and \$877,261 including all applicable taxes and charges. **The total potential cost to the City, including all option terms, is \$790,001 net of HST recoveries.**

The above cost calculations include a twenty (20%) percent contingency per participating division for unforeseen costs and a three (3) percent CPI adjustment applied to each option term after the initial one (1) year contract period.

FINANCIAL IMPACT

The total potential contract award identified in this report is \$877,261 including all applicable taxes and charges. The total potential cost to the City is \$790,001 net of HST recoveries.

Funding in the amount of \$36,863 net of HST recoveries is available in the 2024 Operating Budget for Fleet Services Division. Funding in the amount of \$26,330 net of HST recoveries for the balance of the contract period to May 31, 2025, will be included in the 2025 Operating Budget Submission for Fleet Services Division.

Funding in the amount of \$36,863 net of HST recoveries is available in the 2024 Operating Budget for Toronto Fire Services. Funding in the amount of \$26,330 net of HST recoveries for the balance of the contract period to May 31, 2025, will be included in the 2025 Operating Budget Submission for Toronto Fire Services.

Funding in the amount of \$15,208 net of HST recoveries is available in the 2024 Operating Budget for Toronto Paramedic Services. Funding in the amount of \$10,863 net of HST recoveries for the balance of the contract period to May 31, 2025, will be included in the 2025 Operating Budget Submission for Toronto Paramedic Services.

Should the City choose to exercise its option to renew for an additional two (2) separate two (2) year periods, then appropriate funding, if needed, will be included in the 2025-2029 annual Operating Budget Submissions for each participating division. Funding details are provided in the three tables to follow:

Table 1: Financial Impact Summary, net of HST Recoveries - Fleet Services

Cost Centre/ Cost Element	Initial Year		Option Term 1	Option Term 2	Total Contract Term (net of HST Recoveries)
	June 1, 2024 to December 31, 2024	January 1, 2025 to May 31, 2025	June 1, 2025 to May 31, 2027	June 1, 2027 to May 31, 2029	
FL100 C/E 2181 & 4404	\$36,863	\$26,330	\$130,177	\$134,084	\$327,454

Table 2: Financial Impact Summary, net of HST Recoveries - Toronto Fire Services

Cost Centre/ Cost Element	Initial Year		Option Term 1	Option Term 2	Total Contract Term (net of HST Recoveries)
	June 1, 2024 to December 31, 2024	January 1, 2025 to May 31, 2025	June 1, 2025 to May 31, 2027	June 1, 2027 to May 31, 2029	
FR0025- C/E 4424	\$36,863	\$26,330	\$130,177	\$134,084	\$327,454

Table 3: Financial Impact Summary, net of HST Recoveries - Toronto Paramedic Services

Cost Centre/ Cost Element	Initial Year		Option Term 1	Option Term 2	Total Contract Term (net of HST Recoveries)
	June 1, 2024 to December 31, 2024	January 1, 2025 to May 31, 2025	June 1, 2025 to May 31, 2027	June 1, 2027 to May 31, 2029	
B41100, /C/E 4404	\$15,208	\$10,863	\$53,706	\$55,317	\$135,093

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

SOLICITATION SUMMARY

Solicitation Issued: March 7, 2024 **Solicitation Closed:** April 17, 2024
Number of Addenda Issued: One (1)

Number of Bids: Two (2)

Table 4: Summary of Bids Received including bid price:

Supplier Name	Total (excluding HST)*
Garage Supply Contracting Inc.	\$124,850
J Hernick Ltd	\$184,325

* Pursuant to the Request for Quotation document the contract award value includes Contingency

DIVISION CONTACTS

Francesco McGrillis, Acting Manager, Purchasing Client Services, Purchasing and Materials Management, Telephone: 416-392-0205, Email: Francesco.McGrillis@toronto.ca

Gui Andrade, Manager, Fleet Contracts, Fleet Services
Telephone: 416-394-8607, Email: Gui.Andrade@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