



BID AWARD PANEL CONTRACT AWARD

Award of Doc4395121516 to CBRE Limited for the Asset Management Services and Solution Across all City Divisions for Corporate Real Estate Management

Date: June 13, 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:
Negotiated Request for Proposals Doc4395121516

Description:
For the Asset Management Services and Solution for Corporate Real Estate Management Division for a period of five (5) years.

Recommended Supplier:
CBRE Limited

Contract Award Value:
\$13,494,906 net of all applicable taxes and charges (Including contingency)
\$15,249,243 including HST and all applicable charges.
\$13,732,416 net of HST recoveries

Contract is expected to start on the date of award and end on June 30, 2029.

The above cost calculations for the fourth and fifth contract year reflect an estimated annual 3% increase as per the Consumer Price Index.

FINANCIAL IMPACT

The total contract award identified in this report is \$13,494,906 net of all applicable taxes and charges, \$15,249,243 including HST and applicable charges. The total cost to the City is \$13,732,416 net of HST recoveries.

Funding is available in the 2024-2033 Capital Budget and Plan for Corporate Real Estate Management. Additional funding details are summarized in Table 1 as follows:

Table 1: Financial Impact Summary of Recommended Contract

WSB Element	CCA215-12/ C/E 4038
Date of Award - December 31, 2024	\$1,675,509
January 1, 2025 - December 31, 2025	\$3,108,148
January 1, 2026 - December 31, 2026	\$3,906,813
January 1, 2027 - December 31, 2027	\$2,795,209
January 1, 2028 – December 31, 2028	\$1,538,286
January 1, 2029 – June 30, 2029	\$708,451
Total (Net of HST recoveries)	\$13,732,416

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

SOLICITATION SUMMARY

Solicitation Issued: February 6, 2024

Solicitation Closed: March 18, 2024

Number of Addenda Issued: Six (6)

Number of Bids: Two (2)

Table 2: Summary of Bids Received

CBRE Limited
Norda Stelo.

DIVISION CONTACTS

Kazi Uddin, Manager, PMMD Category Management & Strategic Sourcing, Telephone: 437-226-1094, Email: kazinahiyan.uddin@toronto.ca

Nafiseh Ansari, Sourcing Manager, Facilities Sourcing, Corporate Real Estate, Telephone: 416-397-4455, Email: nafiseh.ansari@toronto.ca

Scott Helsel, Manager, Facilities Sourcing, Corporate Real Estate, Telephone: 647-473-6170, Email: scott.helsel@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

Genevieve Sharkey,
Chief Procurement Officer