



BID AWARD PANEL CONTRACT AWARD

Award of Doc4408872532 to Stericycle, ULC for Ten (10) Separate Contracts for the Supply, Delivery and Pick Up of Biohazardous Waste Containers for various City of Toronto Divisions

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 contracts:

Solicitation Number:
Request for Quotation Doc4408872532

Description

Ten (10) separate contracts for the non-exclusive supply, delivery and pick up of biohazardous waste containers including the disposal of biohazardous waste, sharps and replacement of sharps containers and the supply of biohazardous waste boxes and liners for a period of one (1) year from the date of Award with the option to renew the Contract for four (4) additional separate one (1) year periods for each of the following divisions of the City of Toronto: Toronto Paramedic Services; Toronto Fire Services; Municipal Licensing and Standards; Seniors Services and Long-Term Care; Parks, Forestry and Recreation; Toronto Public Health; Toronto Employment and Social Services; Toronto Shelter and Support Services; Housing Secretariat; and Transportation Services. (Collectively referred to as the "City of Toronto's Various Participating Divisions").

Should the option(s) be exercised, then the General Manager of each respective Division will request the Chief Purchasing Officer to individually process the renewals of each of the ten (10) contracts for the City of Toronto's various participating Divisions under the same terms and conditions.

Recommended Supplier:

Stericycle, ULC

Contract Award Value:**Contract 1: Toronto Paramedic Services**

\$125,292 net of all applicable taxes and charges (Including 20% for miscellaneous fees)

\$141,580 including HST and all applicable charges

\$127,496 net of HST recoveries

Contract for Toronto Paramedic Services is expected to start on September 1, 2024 and end on August 31, 2025

Option Year 1: September 1, 2025, to August 31, 2026

\$129,051 net of all applicable taxes and charges (Including 20% for miscellaneous fees)

\$145,827 including all applicable taxes and charges

\$131,322 net of HST recoveries

Option Year 2: September 1, 2026, to August 31, 2027

\$132,922 net of all applicable taxes and charges (Including 20% for miscellaneous fees)

\$150,202 including all applicable taxes and charges

\$135,262 net of HST recoveries

Option Year 3: September 1, 2027, to August 31, 2028

\$136,910 net of all applicable taxes and charges (Including 20% for miscellaneous fees)

\$154,708, including all applicable taxes and charges

\$139,320 net of HST recoveries

Option Year 4: September 1, 2028, to August 31, 2029

\$141,017 net of all applicable taxes and charges (Including 20% for miscellaneous fees)

\$159,349 including all applicable taxes and charges

\$143,499 net of HST recoveries

The total potential award value for Toronto Paramedic Services identified in this report including all option years is \$665,192 net of all applicable taxes and charges \$751,667 including all applicable taxes and charges. The total potential cost to the City is \$676,900 net of HST recoveries.

Contract 2: Toronto Fire Services

\$102,814 net of all applicable taxes and charges (Including 20% for miscellaneous fees)

\$116,180 including HST and all applicable charges

\$104,624 net of HST recoveries

Contract for Toronto Fire Services is expected to start on September 1, 2024 and end on August 31, 2025

Option Year 1: September 1, 2025, to August 31, 2026

\$105,899 net of all applicable taxes and charges (Including 20% for miscellaneous fees)

\$119,665 including all applicable taxes and charges
\$107,762 net of HST recoveries

Option Year 2: September 1, 2026, to August 31, 2027
\$109,076 net of all applicable taxes and charges (Including 20% for miscellaneous fees)
\$123,255 including all applicable taxes and charges
\$110,995 net of HST recoveries

Option Year 3: September 1, 2027, to August 31, 2028
\$112,348 net of all applicable taxes and charges (Including 20% for miscellaneous fees)
\$126,953 including all applicable taxes and charges
\$114,325 net of HST recoveries

Option Year 4: September 1, 2028, to August 31, 2029
\$115,718 net of all applicable taxes and charges (Including 20% for miscellaneous fees)
\$130,762 including all applicable taxes and charges
\$117,755 net of HST recoveries

The total potential award value for Toronto Fire Services identified in this report including all option years is \$545,863 net of all applicable taxes and charges \$616,814 including all applicable taxes and charges. The total potential cost to the City is \$555,461 net of HST recoveries.

Contract 3: Municipal Licensing and Standards
\$3,219 net of all applicable taxes and charges (Including 20% for miscellaneous fees)
\$3,637 including all applicable taxes and charges
\$3,276 net of HST recoveries

Contract for Municipal Licensing and Standards is expected to start on September 1, 2024 and end on August 31, 2025

Option Year 1: September 1, 2025, to August 31, 2026
\$3,316 net of all applicable taxes and charges (Including 20% for miscellaneous fees)
\$3,747 including all applicable taxes and charges
\$3,374 net of HST recoveries

Option Year 2: September 1, 2026, to August 31, 2027
\$3,415 net of all applicable taxes and charges (Including 20% for miscellaneous fees)
\$3,859 including all applicable taxes and charges
\$3,475 net of HST recoveries

Option Year 3: September 1, 2027, to August 31, 2028
\$3,518 net of all applicable taxes and charges (Including 20% for miscellaneous fees)
\$3,975 including all applicable taxes and charges
\$3,579 net of HST recoveries

Option Year 4: September 1, 2028, to August 31, 2029
\$3,623 net of all applicable taxes and charges (Including 20% for miscellaneous fees)

\$4,094 including all applicable taxes and charges
\$3,687 net of HST recoveries

The total potential award value for Municipal Licensing and Standards identified in this report including all option years is \$17,090 net of all applicable taxes and charges \$19,312 including all applicable taxes and charges. The total potential cost to the City is \$17,391 net of HST recoveries.

Contract 4: Seniors Services and Long-Term Care

\$60,827 net of all applicable taxes and charges (Including 20% for miscellaneous fees)
\$68,735 including HST and all applicable charges
\$61,898 net of HST recoveries

Contract for Seniors Services and Long-Term Care is expected to start on September 1, 2024 and end on August 31, 2025

Option Year 1: September 1, 2025, to August 31, 2026
\$62,652 net of all applicable taxes and charges (Including 20% for miscellaneous fees)
\$70,797 including all applicable taxes and charges
\$63,755 net of HST recoveries

Option Year 2: September 1, 2026, to August 31, 2027
\$64,532 net of all applicable taxes and charges (Including 20% for miscellaneous fees)
\$72,921 including all applicable taxes and charges
\$65,667 net of HST recoveries

Option Year 3: September 1, 2027, to August 31, 2028
\$66,468 net of all applicable taxes and charges (Including 20% for miscellaneous fees)
\$75,109 including all applicable taxes and charges
\$67,638 net of HST recoveries

Option Year 4: September 1, 2028, to August 31, 2029
\$68,462 net of all applicable taxes and charges (Including 20% for miscellaneous fees)
\$77,362 including all applicable taxes and charges
\$69,667 net of HST recoveries

The total potential award value for Seniors Services and Long-Term Care identified in this report including all option years is \$322,939 net of all applicable taxes and charges \$364,921 including all applicable taxes and charges. The total potential cost to the City is \$328,623 net of HST recoveries.

Contract 5: Parks, Forestry and Recreation

\$22,018 net of all applicable taxes and charges (Including 20% for miscellaneous fees)
\$24,880 including HST and all applicable charges
\$22,406 net of HST recoveries

Contract for Parks, Forestry and Recreation is expected to start on September 1, 2024 and end on August 31, 2025

Option Year 1: September 1, 2025, to August 31, 2026
\$22,678 net of all applicable taxes and charges (Including 20% for miscellaneous fees)
\$25,626 including all applicable taxes and charges
\$23,077 net of HST recoveries

Option Year 2: September 1, 2026, to August 31, 2027
\$23,359 net of all applicable taxes and charges (Including 20% for miscellaneous fees)
\$26,395 including all applicable taxes and charges
\$23,770 net of HST recoveries

Option Year 3: September 1, 2027, to August 31, 2028
\$24,059 net of all applicable taxes and charges (Including 20% for miscellaneous fees)
\$27,187 including all applicable taxes and charges
\$24,483 net of HST recoveries

Option Year 4: September 1, 2028, to August 31, 2029
\$24,781 net of all applicable taxes and charges (Including 20% for miscellaneous fees)
\$28,003 including all applicable taxes and charges
\$25,217 net of HST recoveries

The total potential award value for Parks, Forestry and Recreation identified in this report including all option years is \$116,897 net of all applicable taxes and charges
\$132,093 including all applicable taxes and charges. The total potential cost to the City is \$118,954 net of HST recoveries.

Contract 6: Toronto Public Health

\$307,322 net of all applicable taxes and charges (Including 20% for miscellaneous fees)
\$347,274 including HST and all applicable charges
\$312,731 net of HST recoveries

Contract for Toronto Public Health is expected to start on September 1, 2024 and end on August 31, 2025

Option Year 1: September 1, 2025, to August 31, 2026
\$316,542 net of all applicable taxes and charges (Including 20% for miscellaneous fees)
\$357,692 including all applicable taxes and charges
\$322,113 net of HST recoveries

Option Year 2: September 1, 2026, to August 31, 2027
\$326,038 net of all applicable taxes and charges (Including 20% for miscellaneous fees)
\$368,423 including all applicable taxes and charges
\$331,776 net of HST recoveries

Option Year 3: September 1, 2027, to August 31, 2028
\$335,819 net of all applicable taxes and charges (Including 20% for miscellaneous fees)
\$379,476 including all applicable taxes and charges
\$341,730 net of HST recoveries

Option Year 4: September 1, 2028, to August 31, 2029

\$345,894 net of all applicable taxes and charges (Including 20% for miscellaneous fees)
\$390,860 including all applicable taxes and charges
\$351,982 net of HST recoveries

The total potential award value for Toronto Public Health identified in this report including all option years is \$1,631,614 net of all applicable taxes and charges
\$1,843,724 including all applicable taxes and charges. The total potential cost to the City is \$1,660,331 net of HST recoveries.

Contract 7: Toronto Employment and Social Services

\$6,988 net of all applicable taxes and charges (Including 20% for miscellaneous fees)
\$7,897 including HST and all applicable charges
\$7,111 net of HST recoveries

Contract for Toronto Employment and Social Services is expected to start on September 1, 2024 and end on August 31, 2025

Option Year 1: September 1, 2025, to August 31, 2026
\$7,198 net of all applicable taxes and charges (Including 20% for miscellaneous fees)
\$8,134 including all applicable taxes and charges
\$7,325 net of HST recoveries

Option Year 2: September 1, 2026, to August 31, 2027
\$7,414 net of all applicable taxes and charges (Including 20% for miscellaneous fees)
\$8,378 including all applicable taxes and charges
\$7,544 net of HST recoveries

Option Year 3: September 1, 2027, to August 31, 2028
\$7,636 net of all applicable taxes and charges (Including 20% for miscellaneous fees)
\$8,629 including all applicable taxes and charges
\$7,771 net of HST recoveries

Option Year 4: September 1, 2028, to August 31, 2029
\$7,865 net of all applicable taxes and charges (Including 20% for miscellaneous fees)
\$8,888 including all applicable taxes and charges
\$8,004 net of HST recoveries

The total potential award value for Toronto Employment and Social Services identified in this report including all option years is \$37,100 net of all applicable taxes and charges
\$41,923 including all applicable taxes and charges. The total potential cost to the City is \$37,753 net of HST recoveries.

Contract 8: Toronto Shelter and Support Services

\$22,771 net of all applicable taxes and charges (Including 20% for miscellaneous fees)
\$25,731 including HST and all applicable charges
\$23,172 net of HST recoveries

Contract for Toronto Shelter and Support Services is expected to start on September 1, 2024 and end on August 31, 2025

Option Year 1: September 1, 2025, to August 31, 2026

\$23,454 net of all applicable taxes and charges (Including 20% for miscellaneous fees)

\$26,503 including all applicable taxes and charges

\$23,867 net of HST recoveries

Option Year 2: September 1, 2026, to August 31, 2027

\$24,158 net of all applicable taxes and charges (Including 20% for miscellaneous fees)

\$27,299 including all applicable taxes and charges

\$24,583 net of HST recoveries

Option Year 3: September 1, 2027, to August 31, 2028

\$24,883 net of all applicable taxes and charges (Including 20% for miscellaneous fees)

\$28,117 including all applicable taxes and charges

\$25,321 net of HST recoveries

Option Year 4: September 1, 2028, to August 31, 2029

\$25,629 net of all applicable taxes and charges (Including 20% for miscellaneous fees)

\$28,961 including all applicable taxes and charges

\$26,080 net of HST recoveries

The total potential award value for Toronto Shelter and Support Services identified in this report including all option years is \$120,894 net of all applicable taxes and charges \$136,611 including all applicable taxes and charges. The total potential cost to the City is \$123,022 net of HST recoveries.

Contract 9: Housing Secretariat

\$223 net of all applicable taxes and charges (Including 20% for miscellaneous fees)

\$252 including HST and all applicable charges

\$227 net of HST recoveries

Contract for Housing Secretariat is expected to start on September 1, 2024 and end on August 31, 2025

Option Year 1: September 1, 2025, to August 31, 2026

\$230 net of all applicable taxes and charges (Including 20% for miscellaneous fees)

\$260 including all applicable taxes and charges

\$234 net of HST recoveries

Option Year 2: September 1, 2026, to August 31, 2027

\$237 net of all applicable taxes and charges (Including 20% for miscellaneous fees)

\$267 including all applicable taxes and charges

\$241 net of HST recoveries

Option Year 3: September 1, 2027, to August 31, 2028

\$244 net of all applicable taxes and charges (Including 20% for miscellaneous fees)

\$275 including all applicable taxes and charges

\$248 net of HST recoveries

Option Year 4: September 1, 2028, to August 31, 2029

\$251 net of all applicable taxes and charges (Including 20% for miscellaneous fees)

\$284 including all applicable taxes and charges

\$255 net of HST recoveries

The total potential award value for Housing Secretariat identified in this report including all option years is \$1,184 net of all applicable taxes and charges \$1,338 including all applicable taxes and charges. The total potential cost to the City is \$1,205 net of HST recoveries.

Contract 10: Transportation Services

\$3,175 net of all applicable taxes and charges (Including 20% for miscellaneous fees)

\$3,588 including HST and all applicable charges

\$3,231 net of HST recoveries

Contract for Transportation Services is expected to start on September 1, 2024 and end on August 31, 2025

Option Year 1: September 1, 2025, to August 31, 2026

\$3,271 net of all applicable taxes and charges (Including 20% for miscellaneous fees)

\$3,696 including all applicable taxes and charges

\$3,328 net of HST recoveries

Option Year 2: September 1, 2026, to August 31, 2027

\$3,369 net of all applicable taxes and charges (Including 20% for miscellaneous fees)

\$3,807 including all applicable taxes and charges

\$3,428 net of HST recoveries

Option Year 3: September 1, 2027, to August 31, 2028

\$3,470 net of all applicable taxes and charges (Including 20% for miscellaneous fees)

\$3,921 including all applicable taxes and charges

\$3,531 net of HST recoveries

Option Year 4: September 1, 2028, to August 31, 2029

\$3,574 net of all applicable taxes and charges (Including 20% for miscellaneous fees)

\$4,039 including all applicable taxes and charges

\$3,637 net of HST recoveries

The total potential award value for Transportation Services identified in this report including all option years is \$16,857 net of all applicable taxes and charges \$19,048 including all applicable taxes and charges. The total potential cost to the City is \$17,153 net of HST recoveries.

The total potential award value for all ten (10) Division Contracts identified in this report including all option years is \$3,475,626 net of all applicable taxes and charges \$3,927,458 including all applicable taxes and charges. The total potential cost to the City is \$3,536,797 net of HST recoveries.

Initially, eleven (11) city divisions participated in this Request for Quotation. However, Corporate Real Estate Management decided to withdraw its participation from this Request for Quotation.

The above cost calculations for the Option Years reflect an estimated annual i3% increase as per the Consumer Price Index.

FINANCIAL IMPACT

The total potential award value for all ten (10) Division Contracts identified in this report including all option years is \$3,475,626 net of all applicable taxes and charges \$3,927,458 including all applicable taxes and charges. The total potential cost to the City is \$3,536,797 net of HST recoveries.

Sufficient funding is available in the base of the 2024 Operating Budgets of all the participating Divisions; and, required funds will be included in their 2025 Operating Budget Submissions.

Should the City choose to exercise the various options to renew for the four (4) additional, separate one (1) year periods, with respect to each of the separate 10 contracts of City of Toronto's Various Participating Divisions, then appropriate additional funding, if needed, will be included in their 2025-2029 Operating Budget Submissions for participating Divisions. Funding details are provided in attached Table 1: Financial Impact Summary of each of the Separate Recommended Contracts

Table 1: Financial Impact Summary of each of the Separate Recommended Contracts

Description Divisions	Cost Centre / WBS - Cost Element	Initial Term		Option Year 1:	Option Year 2:	Option Year 3:	Option Year 4:	Total (Net of HST Recoveries)
		September 1, 2024, to December 31, 2024	January 1, 2025, to August 31, 2025	September 1, 2025, to August 31, 2026	September 1, 2026, to August 31, 2027	September 1, 2027, to August 31, 2028	September 1, 2028, to August 31, 2029	
Toronto Paramedic Services	Various - 4440	\$42,499	\$84,998	\$131,322	\$135,262	\$139,320	\$143,499	\$676,900
Toronto Fire Services	FR0017 - 4440	\$34,875	\$69,749	\$107,762	\$110,995	\$114,325	\$117,755	\$555,462

Description Divisions	Cost Centre / WBS - Cost Element	Initial Term		Option Year 1:	Option Year 2:	Option Year 3:	Option Year 4:	Total (Net of HST Recoveries)
		September 1, 2024, to December 31, 2024	January 1, 2025, to August 31, 2025	September 1, 2025, to August 31, 2026	September 1, 2026, to August 31, 2027	September 1, 2027, to August 31, 2028	September 1, 2028, to August 31, 2029	
Municipal Licensing and Standards	Various MS5032, MS5033, MS5036 and MS5045 - 4860	\$1,092	\$2,184	\$3,374	\$3,475	\$3,579	\$3,687	\$17,391
Seniors Services and Long-Term Care	D3*061 – 4440	\$20,633	\$41,265	\$63,755	\$65,667	\$67,638	\$69,667	\$328,625
Parks, Forestry and Recreation	P03425 and P12736 - 4440	\$7,468	\$14,937	\$23,077	\$23,770	\$24,483	\$25,217	\$118,952
Toronto Public Health	PH4021, PH4140, PH4152, PH4160, PH4051, PH4081 - 4860, 2823	\$104,244	\$208,487	\$322,113	\$331,776	\$341,730	\$351,982	\$1,660,332
Toronto Employment and Social Services	C01299 - 4860	\$2,370	\$4,741	\$7,325	\$7,544	\$7,771	\$8,004	\$37,754

Description Divisions	Cost Centre / WBS - Cost Element	Initial Term		Option Year 1:	Option Year 2:	Option Year 3:	Option Year 4:	Total (Net of HST Recoveries)
		September 1, 2024, to December 31, 2024	January 1, 2025, to August 31, 2025	September 1, 2025, to August 31, 2026	September 1, 2026, to August 31, 2027	September 1, 2027, to August 31, 2028	September 1, 2028, to August 31, 2029	
Toronto Shelter, and Support Services	F01223, F03072, FH5350, FH5351, F03124, F01523, F03523, F01323, F03223, F01124, Various- 4440	\$7,724	\$15,448	\$23,867	\$24,583	\$25,321	\$26,080	\$123,023
Housing Secretariat	FH5134 - 4440	\$76	\$151	\$233	\$240	\$248	\$255	\$1,203
Transportation Services	TS6020 – 4440	\$1,077	\$2,154	\$3,328	\$3,428	\$3,531	\$3,637	\$17,156
Total (Net of HST Recoveries)		\$222,058	\$444,114	\$686,156	\$706,740	\$727,946	\$749,783	\$3,536,797

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: March 26, 2024.

Solicitation Closed: April 26, 2024

Number of Addenda Issued: Two (2)

Number of Bids: Four (4)

Table 2: Summary of Bids Received including bid.

Bidder Name	Evaluated Bid Price (excluding H.S.T.)
Stericycle, ULC	\$ 596,069

Bidder Name	Evaluated Bid Price (excluding H.S.T.)
Daniels Sharpsmart Canada Ltd.	\$ 621,152
ESC Cares Incorporated	\$ 813,442
Greenflow Environmental Services Inc.	\$ 2,060,033

DIVISION CONTACTS

Clarman Yang, Manager, Purchasing Client Services, Purchasing and Materials Management, 416-392-1302, Clarman.Yang@toronto.ca.

Robert Teranishi, Commander Materials & Equipment, Toronto Paramedic Services, 416-397-9376, Robert.Teranishi@toronto.ca.

COMMENTS

For the recommended contract awards, 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 Divisions have 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