



## **BID AWARD PANEL CONTRACT AWARD**

### **Award of Doc4552573025 to Mister Chemical Ltd. for the Non-Exclusive Supply and Delivery of DEB Products for Purchasing and Materials Management (Stores)**

**Date:** August 1, 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 contracts:**

**Solicitation Number:**  
Request for Quotation Doc4552573025

**Description:**  
For the non-exclusive supply and delivery of DEB Products to various Purchasing and Materials Management (Stores) locations from the date of award to June 30, 2025, with the option to renew the Contract for four (4) additional one (1) year periods at the sole discretion of the City and subject to budget approval(s).

The Request for Quotation is structured to award contract to the lowest supplier meeting specifications and providing the lowest total bid price of the Pricing Form.

Prior to the renewal of the contract, Purchasing and Materials Management will perform a market analysis to verify the current market conditions as compared to the proposed increase by the Supplier and that Purchasing and Materials Management (Stores) will monitor Supplier performance during the first term of the contract.

Should the option year(s) be exercised, then the Manager of Materials Management and Stores will request the Chief Procurement Officer to process the renewals under the same terms and conditions.

**Recommended Supplier:**  
MISTER CHEMICAL LTD

**Contract Award Value:**  
\$1,003,893 net of all applicable taxes and charges

\$1,134,399 including HST and all applicable charges.

**\$1,021,561 net of HST recoveries**

**Contract is expected to start on date of award and end on June 30, 2025**

Option Year 1 (July 1, 2025 to June 30, 2026)

\$1,034,010 net of all applicable taxes and charges (including 20% for miscellaneous items)

\$1,168,431 including all applicable taxes and charges.

\$1,052,208 net of HST recoveries

Option Year 2 (July 1, 2026 to June 30, 2027)

\$1,065,030 net of all applicable taxes and charges (including 20% for miscellaneous items)

\$1,203,484 including all applicable taxes and charges.

\$1,083,774 net of HST recoveries

Option Year 3 (July 1, 2027 to June 30, 2028)

\$1,096,981 net of all applicable taxes and charges (including 20% for miscellaneous items)

\$1,239,588 including all applicable taxes and charges.

\$1,116,288 net of HST recoveries

Option Year 4 (July 1, 2028 to June 30, 2029)

\$1,129,890 net of all applicable taxes and charges (including 20% for miscellaneous items)

\$1,276,776 including all applicable taxes and charges.

\$1,149,776 net of HST recoveries

The total potential combined contract award identified in this report including option years is \$5,329,804 net of all applicable taxes and charges, \$6,022,678 including all applicable taxes and charges. **The total potential cost to the City including option years is \$5,423,608 net of HST recoveries.**

The above cost calculations reflect a 3% Consumer Price Index adjustment applied annually to each year's cost after the initial one (1) year period.

## **FINANCIAL IMPACT**

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The total potential combined contract award identified in this report including option years is \$5,329,804 net of all applicable taxes and charges, \$6,022,678 including all applicable taxes and charges. The total potential cost to the City including option years is \$5,423,608 net of HST recoveries.

The materials on this contract will be purchased for PMMD Stores inventory purposes. The material value will be held in inventory holding Balance Sheet accounts (160004, 160026, 160049, 160067, 160068, 160082, 160083, 160085, 160171) until City Divisions require the material to support their work programs at which time the material value is charged to the appropriate Divisions' Operating Budgets.

Funding from the date of award to December 31, 2024 has been included in the appropriate Divisions' 2024 Operating Budgets, and additional funding for the balance of the initial contract term will be included in their 2025 Operating Budget Submissions. Should all the option years be exercised, appropriate additional funding will be requested in the 2025-2029 Operating Budget Submissions. Funding details follow in Table 1.

Table 1: Financial Impact Summary of Recommended Contract

| Period                            | Cost Centre<br>160004,<br>160026,<br>160049,<br>160067,<br>160068,<br>160082,<br>160083,<br>160085,160171 | Total<br>(net of HST<br>Recoveries) |
|-----------------------------------|-----------------------------------------------------------------------------------------------------------|-------------------------------------|
| Date of Award – December 31, 2024 | \$510,781                                                                                                 |                                     |
| January 1, 2025 - June 30, 2025   | \$510,781                                                                                                 |                                     |
| Total: Contract Period            | \$1,021,561                                                                                               | \$1,021,561                         |
| Total: 2024 Budget Year           | \$510,781                                                                                                 |                                     |
|                                   |                                                                                                           |                                     |
| July 1, 2025 to December 31, 2025 | \$526,104                                                                                                 |                                     |
| January 1, 2026 - June 30, 2026   | \$526,104                                                                                                 |                                     |
| Total: Option Year 1              | \$1,052,208                                                                                               | \$1,052,208                         |
| Total: 2025 Budget Year           | \$1,036,885                                                                                               |                                     |
|                                   |                                                                                                           |                                     |
| July 1, 2026 to December 31, 2026 | \$541,887                                                                                                 |                                     |
| January 1, 2027 - June 30, 2027   | \$541,887                                                                                                 |                                     |
| Total: Option Year 2              | \$1,083,774                                                                                               | \$1,083,774                         |
| Total: 2026 Budget Year           | \$1,067,991                                                                                               |                                     |
|                                   |                                                                                                           |                                     |
| July 1, 2027 to December 31, 2027 | \$558,144                                                                                                 |                                     |
| January 1, 2028 - June 30, 2028   | \$558,144                                                                                                 |                                     |
| Total: Option Year 3              | \$1,116,288                                                                                               | \$1,116,288                         |
| Total: 2027 Budget Year           | \$1,100,031                                                                                               |                                     |
|                                   |                                                                                                           |                                     |
| July 1, 2028 to December 31, 2028 | \$574,888                                                                                                 |                                     |
| January 1, 2029 - June 30, 2029   | \$574,888                                                                                                 |                                     |
| Total: Option Year 4              | \$1,149,776                                                                                               | \$1,149,776                         |
| Total: 2028 Budget Year           | \$1,133,032                                                                                               |                                     |
| Total: 2029 Budget Year           | \$574,888                                                                                                 |                                     |
|                                   |                                                                                                           |                                     |
| Grand Total                       | \$5,423,608                                                                                               | \$5,423,608                         |

The Chief Financial Officer and Treasurer has reviewed this report and agrees with the information as presented in the Financial Impact Section.

## **SOLICITATION SUMMARY**

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**Solicitation Issued:** May 16, 2024      **Solicitation Closed:** June 14, 2024

**Number of Addenda Issued:** Three (3)

**Number of Bids:** Six (6)

Table 2: Summary of Bid Received including bid price

| Supplier Name             | Bid Price (excluding H.S.T.) |
|---------------------------|------------------------------|
| Honey's Handmade*         | \$ 51,330.00                 |
| MISTER CHEMICAL LTD       | \$ 836,577.40                |
| Champion Products         | \$ 876,493.40                |
| Imperial Dade Canada Inc  | \$ 881,597.00                |
| CHECKERS MARKETING INC    | \$ 1,121,038.90              |
| SWISH MAINTENANCE LIMITED | \$ 1,333,710.20              |

\* Supplier was found to be non-compliant with mandatory requirements.

## **DIVISION CONTACTS**

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## **COMMENTS**

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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 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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Geneviève Sharkey  
Chief Procurement Officer