TORONTO

BID AWARD PANEL CONTRACT AWARD

Award of Doc4571351491 to The West Egg Group Security Services Inc. for the Security Guard Services at Union Station for Corporate Real Estate Management

Date: August 22, 2024
To: Bid Award Panel
From: Chief Procurement Officer
Wards: Ward 13 - Toronto Centre

RECOMMENDATIONS

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

Solicitation Number:
Request for Proposal Doc4571351491

Description:
Security guard services at Union Station for a period of one (1) year, with the City's option to extend the contract for two (2) additional separate one (1) year periods. Should the option(s) be exercised, the Executive Director, Corporate Real Estate Management will request the Chief Procurement Officer to process the renewals under the same terms and conditions.

Recommended Supplier:
The West Egg Group Security Services Inc.

Contract Award Value:
$4,775,850 net of all applicable taxes and charges
$5,396,710 including HST and all applicable charges
$4,859,905 net of HST recoveries

Contract is expected to start on September 1, 2024 and end on August 31, 2025.

Option Year 1 September 1, 2025 to August 31, 2026
$4,919,125 net of all applicable taxes and charges
$5,558,611 including HST and all applicable charges
$5,005,702 net of HST recoveries

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

$5,066,699 net of all applicable taxes and charges
$5,725,370 including HST and all applicable charges
$5,155,873 net of HST recoveries

Total Potential Contract Award Value Including Option Years
$14,761,674 net of all applicable taxes and charges
$16,680,691 including HST and all applicable charges
$15,021,479 net of HST recoveries

The above calculations reflect a three (3) percent Consumer Price Index adjustment applied to the option years after the initial contract period.

FINANCIAL IMPACT

The total potential contract award identified in this report is $14,761,674 net of all applicable taxes and charges and $16,680,691 including all applicable taxes and charges. The total potential cost to the City including optional periods is $15,021,479 net of HST recoveries.

Funding for the 2024 contract period is available in the 2024 Operating Budget for Corporate Real Estate Management. Additional funding for the remainder of the initial contract period will be included in the 2025 Operating Budget Submission for Corporate Real Estate Management.

Should the City choose to exercise its option to renew, then appropriate additional funding will be included in the 2025-2027 Operating Budget Submission for Corporate Real Estate Management for the balance of the contract period. Funding details follow in Table 1 below.

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

Account	**Initial Contract Term (September 1, 2024 to December 31, 2024)**	**Initial Contract Term (January 1, 2025 to August 31, 2025)**	**Option Year 1 (September 1, 2025 to August 31, 2026)**	**Option Year 2 (September 1, 2026 to August 31, 2027)**	**Total**
FA2574	$1,619,968	$3,239,936	$5,005,702	$5,155,873	$15,021,479

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: June 3, 2024 **Solicitation Closed:** June 28, 2024

Number of Addenda Issued: Three (3)
Number of Bids: Nine (9)

Table 2: Summary of Bids Received

Supplier Name
A.S.P. Incorporated
G Force Security Incorporated *
Garda Canada Security Corporation **
Logixx Security Incorporated **
Paladin Security Group Incorporated **
Regal Security Incorporated *
Star Security Incorporated **
The West Egg Group Security Services
Top Defence Security Services Incorporated *

* Suppliers were found non-compliant with mandatory requirements.
** Suppliers did not achieve the minimum technical score and were not considered for the pricing stage.

DIVISION CONTACTS

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Michael Tippett, Acting Manager, Corporate Real Estate Management, Corporate Security, Telephone: 416-397-4099, Email: michael.tippett@toronto.ca.

COMMENTS

For the recommended contract award, the following requirements have been met:

a. the firm recommended for award is the Supplier with the lowest bid meeting specifications or 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