TORONTO

BID AWARD PANEL CONTRACT AWARD

Award of Doc4590475191 to Powertrade Electric Ltd. for the Non-Exclusive Supply and Delivery of Batteries for Purchasing and Materials Management (Stores)

Date: August 22, 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 Doc4590475191

Description:
For the non-exclusive supply and delivery of batteries to various Purchasing and Materials Management (Stores) locations from the date of award to July 31, 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 supplier with the lowest bid meeting specifications and providing the lowest total bid price of the Pricing Form.

Prior to the renewal of the contract, Purchasing and Material Management Division will perform a market analysis to verify the current market conditions as compared to the proposed increase by the vendor and that the Stores Division 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:
POWERTRADE ELECTRIC LTD

Contract Award Value:
$ 116,457 net of all applicable taxes and charges
$ 131,596 including HST and all applicable charges.
$ 118,507 net of HST recoveries

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

Option Year 1 (August 1, 2025 to July 31, 2026)
$119,951 net of all applicable taxes and charges (including 20% for miscellaneous items)
$135,544 including all applicable taxes and charges.
$122,062 net of HST recoveries

Option Year 2 (August 1, 2026 to July 31, 2027)
$123,549 net of all applicable taxes and charges (including 20% for miscellaneous items)
$139,611 including all applicable taxes and charges.
$125,724 net of HST recoveries

Option Year 3 (August 1, 2027 to July 31, 2028)
$127,256 net of all applicable taxes and charges (including 20% for miscellaneous items)
$143,799 including all applicable taxes and charges.
$129,495 net of HST recoveries

Option Year 4 (August 1, 2028 to July 31, 2029)
$131,073 net of all applicable taxes and charges (including 20% for miscellaneous items)
$148,113 including all applicable taxes and charges.
$133,380 net of HST recoveries

The total potential combined contract award identified in this report including option years is $618,286 net of all applicable taxes and charges, $698,663 including all applicable taxes and charges. **The total potential cost to the City including option years is $629,168 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

The total potential combined contract award identified in this report including option years is $ 618,286 net of all applicable taxes and charges, $ 698,663 including all applicable taxes and charges. The total potential cost to the City including option years is $ 629,168 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. The details are as follows:

Table 1: Financial Impact Summary of Recommended Contract

Period	Cost Centre 160004, 160026, 160049, 160067, 160068, 160082, 160083, 160085,160171	Total (net of HST Recoveries)
Date of Award – December 31, 2024	$49,378	
January 1, 2025 - July 31, 2025	$69,129	
Total: Contract Period	$118,507	$118,507
Total: 2024 Budget Year	$49,378	
August 1, 2025 to December 31, 2025	$50,859	
January 1, 2026 - July 31, 2026	$71,203	
Total: Option Year 1	$122,062	$122,062
Total: 2025 Budget Year	$119,988	
August 1, 2026 to December 31, 2026	$52,385	
January 1, 2027 - July 31, 2027	$73,339	
Total: Option Year 2	$125,724	$125,724
Total: 2026 Budget Year	$123,588	
August 1, 2027 to December 31, 2027	$53,956	
January 1, 2028 - July 31, 2028	$75,539	
Total: Option Year 3	$129,495	$129,495
Total: 2027 Budget Year	$127,295	
August 1, 2028 to December 31, 2028	$55,575	
January 1, 2029 - July 31, 2029	$77,805	
Total: Option Year 4	$133,380	$133,380
Total: 2028 Budget Year	$131,114	
Total: 2029 Budget Year	$77,805	
Grand Total	$629,168	$629,168

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 13, 2024 **Solicitation Closed:** July 8, 2024
Number of Addenda Issued: None
Number of Bids: Five (5)

Table 2: Summary of Bid Received including bid price

Supplier Name	Bid Price (excluding H.S.T.)*
POWERTRADE ELECTRIC LTD	$97,047.50
10246140 CANADA INC	$123,566.20
EXPOCELL GROUP INC	$138,208.75
CANUCK POWER INC	$216,945.30
SEGBUS INC.	$396,071.00

*Bid Price does not contain the 20% miscellaneous items

DIVISION CONTACTS

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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