



BID AWARD PANEL CONTRACT AWARD

Award of Doc4628817833 to Glen Chemicals Limited for the Non-Exclusive Supply and Delivery of Swimming Pool Chemicals and Supplies for Purchasing and Materials Management (Stores)

Date: September 12, 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 Doc4628817833

Description:
For the non-exclusive supply and delivery of Swimming Pool Chemicals and Supplies to various Purchasing and Materials Management (Stores) locations from the date of award to August 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).

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 Materials Management and Stores will monitor Supplier performance during the first term of the contract.

Should the option year(s) be exercised, 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:
GLEN CHEMICALS LIMITED

Contract Award Value:
\$396,611 net of all applicable taxes and charges
\$448,170 including HST and all applicable charges.
\$403,591 net of HST recoveries

Contract is expected to start on date of award and end on August 31, 2025

Award of Doc4628817833

Option Year 1 (September 1, 2025 to August 31, 2026)
\$408,509 net of all applicable taxes and charges (including 20% for miscellaneous items)
\$461,615 including all applicable taxes and charges.
\$415,699 net of HST recoveries

Option Year 2 (September 1, 2026 to August 31, 2027)
\$420,764 net of all applicable taxes and charges (including 20% for miscellaneous items)
\$475,464 including all applicable taxes and charges.
\$428,170 net of HST recoveries

Option Year 3 (September 1, 2027 to August 31, 2028)
\$433,387 net of all applicable taxes and charges (including 20% for miscellaneous items)
\$489,728 including all applicable taxes and charges.
\$441,015 net of HST recoveries

Option Year 4 (September 1, 2028 to August 31, 2029)
\$446,389 net of all applicable taxes and charges (including 20% for miscellaneous items)
\$504,419 including all applicable taxes and charges.
\$454,245 net of HST recoveries

The total potential combined contract award identified in this report including option years is \$2,105,660 net of all applicable taxes and charges, \$2,379,396 including all applicable taxes and charges. **The total potential combined cost to the City including option years is \$2,142,720 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 \$2,105,660 net of all applicable taxes and charges, \$2,379,396 including all applicable taxes and charges. The total potential combined cost to the City including option years is \$2,142,720 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' approved 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	\$134,530	
January 1, 2025 - August 31, 2025	\$269,061	
Total: Contract Period	\$403,591	\$403,591
Total: 2024 Budget Year	\$134,530	
September 1, 2025 to December 31, 2025	\$138,566	
January 1, 2026 - August 31, 2026	\$277,133	
Total: Option Year 1	\$415,699	\$415,699
Total: 2025 Budget Year	\$407,627	
September 1, 2026 to December 31, 2026	\$142,723	
January 1, 2027 - August 31, 2027	\$285,447	
Total: Option Year 2	\$428,170	\$428,170
Total: 2026 Budget Year	\$419,856	
September 1, 2027 to December 31, 2027	\$147,005	
January 1, 2028 - August 31, 2028	\$294,010	
Total: Option Year 3	\$441,015	\$441,015
Total: 2027 Budget Year	\$432,451	
September 1, 2028 to December 31, 2028	\$151,415	
January 1, 2029 - August 31, 2029	\$302,830	
Total: Option Year 4	\$454,245	\$454,245
Total: 2028 Budget Year	\$445,425	
Total: 2029 Budget Year	\$302,830	
Grand Total	\$2,142,720	\$2,142,720

The Chief Financial Officer and Treasurer has reviewed this report and agrees with the financial implications as identified in the Financial Impact section.

SOLICITATION SUMMARY

Solicitation Issued: June 28, 2024 **Solicitation Closed:** August 2, 2024
Number of Addenda Issued: Two (2)
Number of Bids: Two (2)

Table 2: Summary of Bid Received including bid price.

Supplier Name	Bid Price (excluding H.S.T.)
GLEN CHEMICALS LIMITED	\$330,508.95
MIDATLAS CORP.	\$916,387.00

*Bid Price does not contain the 20% miscellaneous items

DIVISION CONTACTS

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COMMENTS

For the recommended contract awards, 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