BID AWARD PANEL CONTRACT AWARD

Award of Doc4668408610 to Hit Play Technologies Inc. for AV Services and Support for Legislative Spaces for Technology Services Division

Date: November 21, 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 contract:

Solicitation Number:
Request for Quotation Doc4668408610

Description:
AV Services and Support for Legislative Spaces for a period of up to three (3) years with options, at the City's sole discretion, to extend the contract under the same terms and conditions for up to two (2) additional one (1) year periods.

Recommended Supplier:
Hit Play Technologies Inc.

Contract Award Value: October 30, 2024 to October 29, 2027
$15,000,000 net of all applicable taxes and charges
$16,950,000 including HST and all applicable charges
$15,264,000 net of HST recoveries

Contract is expected to start on October 30, 2024 and end on October 29, 2027.

Option Year 1: October 30, 2027 to October 29, 2028
$907,080 net of all applicable taxes and charges
$1,025,000 including HST and all applicable charges
$923,045 net of HST recoveries

Option Year 2: October 30, 2028 to October 29, 2029
$907,080 net of all applicable taxes and charges
$1,025,000 including HST and all applicable charges
$923,045 net of HST recoveries

The total potential contract award including option years is $16,814,159 net of all applicable taxes and charges and $19,000,000 including HST and all applicable charges. **The total potential cost to the City including all option year periods is $17,110,089 net of HST recoveries.**

FINANCIAL IMPACT

The total potential contract award identified in this report is $19,000,000 including all applicable taxes and charges. The total potential cost to the City is $17,110,089 net of HST recoveries. Complete funding details are provided in Table 1.

Table 1: Financial Impact Summary of Recommended Contract

Period	WBS Element/ Cost Centre	**Total** (Net of HST Recoveries)
Date of award to December 31, 2024	Various Operating/ Capital Budgets*	$2,544,000
January 1, 2025 to December 31, 2025	Various Operating/ Capital Budgets*	$4,240,000
January 1, 2026 to December 31, 2026	Various Operating/ Capital Budgets*	$4,240,000
January 1, 2027 to October 29, 2027	Various Operating/ Capital Budgets*	$4,240,000
October 30, 2027 to October 29, 2028	Various Operating/ Capital Budgets*	$923,045
October 30, 2028 to October 29, 2029	Various Operating/ Capital Budgets*	$923,044
Total		$17,110,089

*All Divisions order audio-visual equipment on an as-required basis and as approved in their respective Capital and Operating budgets. Numbers are estimates only based on planned maintenance to legislative meeting spaces, in-flight construction projects, and replacement of aging and failed audio-visual hardware.

City divisions will be able to draw upon the contract on an as-needed basis by issuing Contract Release Orders (CRO) against the blanket contract subject to validation of funding at the time of issuance and approval by the Division Head of the requesting division. Individual cost centres will be identified by the Divisions on each CRO as it is issued against the blanket contract.

Funding is available in the 2024 Capital and Operating Budgets for the user divisions. Additional funding for remainder of the initial contract period will be included in their 2025-2027 Capital and Operating Budget Submissions. Should the option years be exercised, additional funding will be included in the 2028-2029 Capital and Operating Budget Submissions for the user divisions.

The Chief Financial Officer and Treasurer has been advised of the award associated with this program to be considered along with other priorities in future budget processes.

SOLICITATION SUMMARY

Solicitation Issued: July 10, 2024 **Solicitation Closed:** August 13, 2024
Number of Addenda Issued: One (1)
Number of Bids: Four (4)

Table 2: Summary of Bids Received

Supplier Name	Bid Price (excluding H.S.T.)
Hit Play Technologies Inc.	$3,806,709.32
Applied Electronics Limited	$3,842,952.76
Solotech Inc.*	$3,514,757.29
AVI-SPL Ltd.*	$3,823,528.43

*Supplier was found non-compliant with the mandatory requirements

DIVISION CONTACTS

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Hilary Kerr, Project Manager, Technology Services Division, 416-392-5419, hilary.kerr@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 and meeting the requirements of the Solicitation. The apparent lowest priced compliant bidder, Solotech Inc., did not provide sufficient evidence that demonstrated compliance with the Fair Wage Policy, per Toronto Municipal Code, Chapter 67 – Fair Wage, and as a result, was considered non-compliant;

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
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> 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