



## BID AWARD PANEL CONTRACT AWARD

### **Award of Doc4668124225 to Agilent Technologies Canada Inc. for the Supply and Delivery of One (1) Liquid Chromatography (LC) with Mass Spectrometric (MS) Triple Quadrupole Detector for Toronto Water**

**Date:** December 5, 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 contract:**

**Solicitation Number:**  
Request for Quotation Doc4668124225

**Description:**  
For the supply and delivery of one (1) liquid chromatography with mass spectrometric triple quadrupole detector for the City of Toronto's Water Division. The term of the Contract is to be for a period of one (1) year from the date of Award, with an option in favour of the City to extend the agreement on the same terms and conditions for an additional term of up to four (4) additional separate one (1) year periods at the sole discretion of the City and subject to budget approval.

Should the option(s) be exercised the General Manager of the Toronto Water Division, will request the Chief Procurement Officer to process the renewals under the same terms and conditions.

**Recommended Supplier:**  
Agilent Technologies Canada Inc.

**Contract Award Value:**  
\$519,657 net of all applicable taxes and charges (including 5 percent for miscellaneous items)  
\$587,212 including HST and all applicable charges  
**\$528,803 net of HST recoveries**

**The contract is expected to start on the date of award and end on October 31, 2025.**

Option Year 1 (November 1, 2025 to October 31, 2026)

\$31,667 net of all applicable taxes and charges

\$35,783 including HST and all applicable charges

**\$32,224 net of HST recoveries**

Option Year 2 (November 1, 2026 to October 31, 2027)

\$31,667 net of all applicable taxes and charges

\$35,783 including HST and all applicable charges

**\$32,224 net of HST recoveries**

Option Year 3 (November 1, 2027 to October 31, 2028)

\$31,667 net of all applicable taxes and charges

\$35,783 including HST and all applicable charges

**\$32,224 net of HST recoveries.**

Option Year 4 (November 1, 2028 to October 31, 2029)

To be covered by the manufacturer's extended warranty included in the contract award value.

The total potential contract award including all option years is \$614,658 net of all taxes and charges and \$694,561 including HST and all applicable taxes and charges. **The total potential cost to the City including all option year periods is \$625,475 net of HST recoveries.**

The cost calculations outlined above are based on fixed unit rates, and there will be no adjustments to the contract value or unit rates during the option year renewal periods.

## **FINANCIAL IMPACT**

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The total contract award identified in this report including all option years is \$694,561 including all applicable taxes and charges. The total cost to the City is \$625,475 net of HST recoveries.

Capital funding for the initial contract period is available in the 2024 Capital Budget and 2025-2033 Capital Plan for Toronto Water. Should the City exercise the four (4) separate one (1) year periods, required operating funding for 2025 is included in Toronto Water's 2025 Operating Budget Submission, while funding for 2026-2029 will be included in the 2026-2029 Operating Budget Submissions for Toronto Water. Additional funding details are summarized in Table 1 as follows:

Table 1: Financial Impact Summary of Recommended Contract

WBS Element/Description	Date of Award to December 31, 2024	January 1, 2025 to October 31, 2025	Option Year 1: November 1, 2025 to October 31, 2026	Option Year 2: November 1, 2026 to October 31, 2027	Option Year 3: November 1, 2027 to October 31, 2028	Option Year 4: November 1, 2028 to October 31, 2029	Total (net of HST recoveries)
TW5030 4425	\$0	\$0	\$32,224	\$32,224	\$32,224	\$0	\$96,672
CWW021-04	\$528,803	\$0	\$0	\$0	\$0	\$0	\$528,803
Total	\$528,803	\$0	\$32,224	\$32,224	\$32,224	\$0	\$625,475

The Chief Financial Officer and Treasurer has reviewed this report and agrees with the financial implications.

## SOLICITATION SUMMARY

**Solicitation Issued:** August 26, 2024    **Solicitation Closed:** September 23, 2024  
**Number of Addenda Issued:** Two (2)  
**Number of Bids:** Three (3)

Table 2: Summary of Bids Received

Supplier Name	Bid Price (excluding H.S.T. and 5 percent for miscellaneous items)
AB Sciex LP*	\$556,358.55
Agilent Technologies Inc.	\$589,911.30**
Waters Limited	\$643,680.37

\*Supplier was found non-compliant with mandatory requirements

\*\*Bid Price does not contain the 5% for miscellaneous items

## DIVISION CONTACTS

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## **COMMENTS**

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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**

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Geneviève Sharkey,  
Chief Procurement Officer