

## **Award of Collaborative Procurement Contract from Ontario Education Collaborative Marketplace Master Agreement OECM-2023-441-11 to Outdoor Outfits Ltd. for Toronto Paramedic Services via City Stores**

**Date:** October 2, 2024

**To:** General Government Committee

**From:** Deputy Chief, Operational Support, Toronto Paramedic Services and Chief Procurement Officer

**Wards:** All

### **SUMMARY**

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The purpose of this report is to request authority for Toronto Paramedic Services to leverage the Ontario Education Collaborative Marketplace Master Agreement (OECM) 2023-441-11 and enter into an agreement with Outdoor Outfits Ltd. for the supply and delivery of Apparel and Related Products and Services, on behalf of Toronto Paramedic Services via City Stores. The term of the contract will be from the date of award to May 5, 2030, in the total amount of \$3,385,353 net of Harmonized Sales Tax (\$3,444,935 net of Harmonized Sales Tax recoveries).

The total term of the contract exceeds the five (5)-year limit authority of Bid Award Panel to award and requires City Council approval.

The Purchasing By-law (Chapter 195), under section 195-6.6, allows the City to make an award of a procurement directly from a supplier of another public body, if the Chief Procurement Officer determines that the public body followed a competitive method consistent with the City of Toronto's procurement process.

### **RECOMMENDATIONS**

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The Deputy Chief, Operational Support, Toronto Paramedic Services and the Chief Procurement Officer, recommend that:

City Council, in accordance with Sections 195-6.6 and 195-8.5 (B) of Toronto Municipal Code Chapter 195 (Purchasing By-Law grant the Deputy Chief, Toronto Paramedic

Services to award and enter into an agreement with Outdoor Outfits Ltd. from the date of award to May 5, 2030, for the supply and delivery of Apparel and Related Products and Services, in the amount of \$3,385,353 net of Harmonized Sales Tax (\$3,444,935 net of Harmonized Sales Tax recoveries).

## FINANCIAL IMPACT

The total contract value identified in this report is \$3,385,353 net of Harmonized Sales Tax. The total potential cost to the City including the optional periods is \$3,444,935 net of Harmonized Sales Tax Recoveries.

Funding is available in the 2024 Operating Budget for Toronto Paramedic Services. Additional funding will be included in the 2025-2030 Operating Budget Submissions for Toronto Paramedic Services. Funding details are provided in Table 1 below.

Table1: Financial Impact Summary of Recommended Contract (Net of HST Recoveries)

	2024	2025	2026	2027	2028	2029	2030
B46700 B46750 B46751 B46752 B46753 C/E 2665 2660 2670	\$287,078	\$574,156	\$574,156	\$574,156	\$574,156	\$574,156	\$287,078
Total							\$3,444,935

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.

## DECISION HISTORY

At its meeting of June 8, 2021, City Council adopted item CC34.2 “Results of Collective Bargaining Negotiations between the City of Toronto and Toronto Civic Employees Union Local 416 - Paramedics”, ratifying and approving Memorandum of Settlement dated May 8, 2021 between the City of Toronto and Toronto Civic Employees Union Local 416 – Paramedics.

<https://secure.toronto.ca/council/agenda-item.do?item=2021.CC34.2>

## COMMENTS

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### Background:

Toronto Paramedic Services provides outerwear including parkas, raincoats and softshell jackets to all new and existing paramedics as part of their uniform allotment. This is all in accordance with the Ministry of Labour along with health and safety requirements.

This contract is requested to procure parkas, softshell jackets and raincoats (outerwear) for Toronto Paramedic Services. The Outerwear Working Group of the Toronto Paramedic Services Uniform Subcommittee recommended to the Chief, Toronto Paramedic Services and the Senior Management Team that Toronto Paramedic Services procure three separate outerwear apparel items as outlined below for Paramedic Operations and in accordance with the Local 416 Memorandum of Settlement ratified by City Council on June 8, 2021.

Based upon input received in a four-week survey of Toronto Paramedics and discussions with the Paramedic representatives of the Outerwear Working Group, it is recommended that Toronto Paramedic Services procure separate winter parkas, softshell jackets and raincoats for frontline staff as part of their uniform allotment .

### Procurement Process for Ontario Education Collaborative Marketplace:

On January 23, 2024, Ontario Education Collaborative Marketplace issued the Request for Proposals Number 2023-441, for Apparel and Related Products and Services. There were five (5) categories: Category A: Workwear, Category B: Sportswear, Category C: Spirit-wear, Category D: Safety Footwear, Category E: School Uniforms

There were two (2) addenda issued. The Request for Proposals closed on February 22, 2024. Sixteen (16) bids were received.

Table 1: Summary of Bids Received for Ontario Education Collaborative Marketplace Request for Proposals Number 2023-441

Supplier Name	Category
OneTEAM Sports Group*	B, C
Ink Thread & Tech Co. operating as Entripy Custom Clothing*	B, C
Incredible Incentives*	C
Leathersport Branding (2010) Corp. operating as LS Brand Exposure*	B, C
Marchant's School Sport Limited*	A, B, C

Supplier Name	Category
Mark's Commercial, a division of Mark's Work Warehouse Ltd.*	A, D
McCarthy Uniforms Inc.*	A, B, C, D, E
Mister Safety Shoes Inc.*	D
Outdoor Outfits Limited*	A, C
Future Stars Sports Photography Inc.*	B, C
Schooltee Incorporated*	C
Shoes for Crews Canada Distribution ULC*	D
T. Litzen Sports Ltd.*	B, C
Talbot Marketing Inc.*	B, C
Area 51 Sports Apparel LTD.**	B, C
Staples Professional Inc.**	A, C

Stage II: minimum threshold 150/300

\*Fourteen (14) suppliers were awarded.

\*\*Two (2) suppliers did not meet the minimum threshold in Stage II and therefore, did not progress further in the evaluation process.

### **Additional Comments:**

The City of Toronto is utilizing the Ontario Education Collaborative Marketplace Contract for the recommended award, as per the Toronto Municipal Code, Chapter 195-6.6. Procurement of same goods and services as a public body.

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 Toronto Paramedic Services has reviewed the Ontario Education Collaborative Marketplace submissions and found the price to be reasonable, within available budget and concurs with the recommendation;

- c. the resulting contract between the public body and the Supplier stipulates that the same goods and/or services be made available to other public bodies which include the City at the same price as provided by the Supplier to the initiating public body;
- d. the same goods and/or services will be made available to the City for the same or better price than the price that is to be paid by the public body;
- e. the Supplier is not ineligible, suspended or otherwise in contravention of Chapters 71 - Financial Control and 195 - Purchasing of the City of Toronto Municipal Code;
- f. the Solicitation document was advertised on Ontario Education Collaborative Marketplace internet website as part of Competitive Solicitation process; and
- g. 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.

## **CONTACT**

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## **SIGNATURE**

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