



BID AWARD PANEL CONTRACT AWARD

Award of Doc4881022646 to Biochem Environmental Solutions Inc. for Sanitary Waste Collection and Disposal Services of Feminine Hygiene Waste and Diapers at Select City of Toronto Locations

Date: February 20, 2025
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 Doc4881022646

Description:
For the Collection and Disposal Service of Sanitary Waste of Feminine Hygiene and Diapers at sites operated or managed by Corporate Real Estate Management (CREM) or Parks & Recreation (P&R).

The award is for an initial contract period of three (3) years from the date of award, with the City having the option to extend the contract on the same terms and conditions for up to two (2) separate one (1) year terms.

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

The City will issue a single agreement with the Recommended Supplier and provide a separate Blanket Contract for each participating division.

Recommended Supplier:
Biochem Environmental Solutions Inc.

Contract Award Value:
\$879,412 net of all applicable taxes and charges
\$993,735, including HST and all applicable charges
\$894,889 net of HST recoveries

The contract is expected to start on the award date and end on March 31, 2028.

Option Term 1 - From April 1, 2028, to March 31, 2029:

\$301,931 net of all applicable taxes and charges

\$341,182, including HST and all applicable charges

\$307,245 net of HST recoveries

Option Term 2 - From April 1, 2029, to March 31, 2030:

\$310,989 net of all applicable taxes and charges

\$351,418, including HST and all applicable charges

\$316,463 net of HST recoveries

Total Potential Contract Award Value Including Option Terms:

\$1,492,332 net of all applicable taxes and charges

\$1,686,335, including HST and all applicable charges

\$1,518,597 net of HST recoveries

The above cost calculations reflect a 3% Consumer Price Index adjustment applied annually to each Option Term.

FINANCIAL IMPACT

The total potential contract award identified in this report, including all option terms, is \$1,492,332 net of all applicable taxes and charges and \$1,686,335 including all applicable taxes and charges. The total potential cost to the City, including all option years, is \$1,518,597 net of HST recoveries.

Funding for the initial term is available in the 2025 Operating Budgets of Corporate Real Estate Management and Parks and Recreation. Additional funding for the remainder of the initial term will be included in their 2026-2028 Operating Budget Submissions. Should the City exercise the option(s) to renew for a further two (2) separate one (1) option year periods, then additional funding will be included in their 2028-2030 Operating Budget Submissions.

Table 1: Financial Impact Summary of Recommended Contract (net of HST Recoveries)

Division	CREM	P&R
Cost Centre and Cost Elements	FA100-30.S/4440	Multiple CC's Attached/4440
Initial Term:		
Date of award to December 31, 2025	\$136,417	\$87,306
January 1, 2026, to December 31, 2026	\$181,889	\$116,408

Division	CREM	P&R
January 1, 2027, to December 31, 2027	\$181,889	\$116,408
January 1, 2028, to April 30, 2028	\$45,472	\$29,102
Sub-total	\$545,667	\$349,223
Option Terms:		
Option Term 1	\$187,346	\$119,900
Option Term 2	\$192,966	\$123,497
Total including optional terms	\$925,978	\$592,619
Totals		\$1,518,597

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

SOLICITATION SUMMARY

Solicitation Issued: December 20, 2024

Solicitation Closed: January 23, 2025

Number of Addenda Issued: 2

Number of Bids: 2

Table 2: Summary of Bids Received, including bid price.

Supplier Name	Bid Price (excluding H.S.T.) *
Biochem Environmental Solutions Inc.	\$ 244,281
Citron Hygiene LP	\$ 316,765

* The Bid Price represents the supplier's bid on the annual quantity of work identified in the call package for the first year.

DIVISION CONTACTS

Francesco McGrillis, Acting Manager, Purchasing Client Services, Purchasing & Materials Management, Telephone: 416-392-0205, Email: francesco.mcgrillis@toronto.ca

Majid Mirjani, Coordinator Facilities Sourcing (Sourcing Manager), Facilities Sourcing, Corporate Real Estate, Telephone: 416-392-1218, Email: majid.mirjani@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 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 the 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