



BID AWARD PANEL CONTRACT AWARD

Award of Doc4328291470 to Lift North America Inc., operating as Masterlift for On-Site Safety Inspections, Testing, Certification, Maintenance Scheduling, Maintenance and Repairs for Powered Lift Trucks for Various City Divisions

Date: March 27, 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 Doc4328291470

Description:

For the non-exclusive supply of all labour, material and equipment necessary to perform On-Site Safety Inspections, Testing, Certification, Maintenance Scheduling, Maintenance and Repairs for Powered Lift Trucks as and when required by the City of Toronto's Participating Divisions, for a period of one (1) year from April 1, 2025 to March 31, 2026, with an option in favour of the City to extend the contract under the same terms and conditions for an additional term of four (4) separate one (1) year periods.

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

Recommended Supplier:
Lift North America Inc. operating as Masterlift

Contract Award Value:
\$222,848 net of all applicable taxes and charges (including 20 percent for miscellaneous items)
\$251,818 including HST and all applicable charges
\$226,770 net of HST recoveries

Contract is expected to start on date of award and end on March 31, 2026.

Option Year 1 - April 1, 2026 to March 31, 2027

\$229,534 net of all applicable taxes and charges (including 20 percent for miscellaneous items)

\$259,373 including HST and all applicable charges

\$233,573 net of HST recoveries

Option Year 2 – April 1, 2027 to March 31, 2028

\$236,420 net of all applicable taxes and charges (including 20 percent for miscellaneous items)

\$267,154 including HST and all applicable charges

\$240,581 net of HST recoveries

Option Year 3 – April 1, 2028 to March 31, 2029

\$243,512 net of all applicable taxes and charges (including 20 percent for miscellaneous items)

\$275,169 including HST and all applicable charges

\$247,798 net of HST recoveries

Option Year 4 – April 1, 2029 to March 31, 2030

\$250,818 net of all applicable taxes and charges (including 20 percent for miscellaneous items)

\$283,424 including HST and all applicable charges

\$255,232 net of HST recoveries

The total potential contract award including option years is \$1,183,132 net of all applicable taxes and charges, and \$1,336,938 including HST and all applicable charges. **The total potential cost to the City, including all option years, is \$1,203,954 net of HST recoveries.**

The above cost calculations reflect three percent (3%) Consumer Price Index adjustment applied to each year's cost after the initial one (1) year period.

FINANCIAL IMPACT

The total contract award identified in this report including all optional years is \$1,183,132 net of all applicable taxes and charges, and \$1,336,938 including all applicable taxes and charges. The total potential cost to the City including all option years is \$1,203,954 net of HST recoveries.

Funding in the amount of \$87,311 net of HST recoveries is included in the 2025 Operating Budget for Fleet Services Division. Funding in the amount of \$29,104 net of HST recoveries for the balance of the contract period to March 31, 2026 will be included in the 2026 Operating Budget Submission for Fleet Services Division.

Funding in the amount of \$70,335 net of HST recoveries is included in the 2025 Operating Budget for Toronto Fire Services Division. Funding in the amount of \$23,445

net of HST recoveries for the balance of the contract period to March 31, 2026 will be included in the 2026 Operating Budget Submission for Toronto Fire Services Division.

Funding in the amount of \$5,357 net of HST recoveries is included in the 2025 Operating Budget for the Toronto Paramedic Services Division. Funding in the amount of \$1,786 net of HST recoveries for the balance of the contract period to March 31, 2026 will be included in the 2026 Operating Budget Submission for Toronto Paramedic Services Division.

Funding in the amount of \$7,075 net of HST recoveries is included in the 2025 Operating Budget for the Purchasing and Materials Management Division. Funding in the amount of \$2,358 net of HST recoveries for the balance of the contract period to March 31, 2026 will be included in the 2026 Operating Budget Submission for Purchasing and Materials Management Division.

Should the City choose to exercise its option to renew for additional four (4) separate one (1)-year periods, then appropriate additional funding, if needed, will be included in the 2026-2030 annual Operating Budget Submission for participating City Divisions. Funding details are summarized in the Tables below as follows:

Table 1: Financial Impact Summary of Recommended Contract (Net of HST Recoveries) to Fleet Services Division (Lot 1)

Fleet Services Division Fleet Services Operational Budget: FL100 Cost Element: 2135 and 4404	Total
Initial Year Period from April 1, 2025 to December 31, 2025	\$87,311
Initial Year Period from January 1, 2026 to March 31, 2026	\$29,104
Option Year 1 from April 1, 2026 to March 31, 2027	\$119,907
Option Year 2 from April 1, 2027 to March 31, 2028	\$123,504
Option Year 3 from April 1, 2028 to March 31, 2029	\$127,209
Option Year 4 from April 1, 2029 to March 31, 2030	\$131,025
Total Contract Value from April 1, 2025 to March 31, 2030	\$618,059

Table 2: Financial Impact Summary of Recommended Contract (Net of HST Recoveries) to Toronto Fire Services Division (Lot 2)

Toronto Fire Services Division Toronto Fire Services Operational Budget: FR0025 Cost Element: 4423	Total
Initial Year Period from April 1, 2025 to December 31, 2025	\$70,335
Initial Year Period from January 1, 2026 to March 31, 2026	\$23,445
Option Year 1 from April 1, 2026 to March 31, 2027	\$96,594
Option Year 2 from April 1, 2027 to March 31, 2028	\$99,492
Option Year 3 from April 1, 2028 to March 31, 2029	\$102,476
Option Year 4 from April 1, 2029 to March 31, 2030	\$105,551
Total Contract Value from April 1, 2025 to March 31, 2030	\$497,893

Table 3: Financial Impact Summary of Recommended Contract (Net of HST Recoveries) to Toronto Paramedic Services Division (Lot 3)

Toronto Paramedic Services Division Toronto Paramedic Operational Budget: B41100 Cost Element: 4404	Total
Initial Year Period from April 1, 2025 to December 31, 2025	\$5,357
Initial Year Period from January 1, 2026 to March 31, 2026	\$1,786
Option Year 1 from April 1, 2026 to March 31, 2027	\$7,356
Option Year 2 from April 1, 2027 to March 31, 2028	\$7,577
Option Year 3 from April 1, 2028 to March 31, 2029	\$7,804
Option Year 4 from April 1, 2029 to March 31, 2030	\$8,038
Total Contract Value from April 1, 2025 to March 31, 2030	\$37,918

Table 4: Financial Impact Summary of Recommended Contract (Net of HST Recoveries) to Purchasing and Materials Management Division (Lot 4)

Purchasing and Materials Management Division Cost Centre: FS0018 Cost Element: 2160 and others	Total
Initial Year Period from April 1, 2025 to December 31, 2025	\$7,075
Initial Year Period from January 01, 2026 to March 31, 2026	\$ 2,358
Option Year 1 from April 1, 2026 to March 31, 2027	\$9,716
Option Year 2 from April 1, 2027 to March 31, 2028	\$10,008
Option Year 3 from April 1, 2028 to March 31, 2029	\$10,308
Option Year 4 from April 1, 2029 to March 31, 2030	\$10,617
Total Contract Value from April 1, 2025 to March 31, 2030	\$50,084

Table 5: Combined Financial Impact by Budget Year (Net of HST Recoveries)

City's Operational Budget: FL100/ FR0025/ B41100/ FS0018 Cost Element: 2135 and 4423/4404/2160/others						
2025	2026	2027	2028	2029	2030	Total
\$170,078	\$231,873	\$238,829	\$245,994	\$253,373	\$63,808	\$1,203,954

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

SOLICITATION SUMMARY

Solicitation Issued: November 22, 2024

Solicitation Closed: January 14, 2025

Number of Addenda Issued: Five (5)

Number of Bids: Three (3)

Table 6: Summary of Bids Received including bid price

Supplier Name	Bid Price (excluding H.S.T.) *
Lift North America Inc. operating as Masterlift	\$185,706.81*
Toromont Material Handling, A Division of Toromont Industries Ltd.	\$234,721.46
G.N. Johnston Equipment Co. Ltd.	\$247,759.99

*Bid Price does not contain the 20% miscellaneous items

DIVISION CONTACTS

Marianne Gonzalez Angulo Acting Manager, Purchasing Client Services, Purchasing and Materials Management Division, 416-338-3109,
Marianne.GonzalezAngulo@toronto.ca

Gui Andrade, Manager, Fleet Contracts, Fleet Services Division, 416-394-8607,
Gui.Andrade@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 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