



BID AWARD PANEL CONTRACT AWARD

Award of Ariba Doc4887066699 to Centennial College and Cortech Safety Solutions Inc., for the provision of Technical and Continuous Education and Health & Safety Related Training for Fleet Services Division

Date: May 1, 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 contracts:

Solicitation Number:
Request for Quotation Doc4887066699

Description:
For the non-exclusive supply of all labour, materials, parts, and equipment necessary to provide continuous technical education and health & safety-related training and certification. This training includes both theoretical and practical assessment, as required, for the City of Toronto's Fleet Services Divisions, for a period of one (1) year from May 1, 2025 to April 30, 2026, with the option in favour of the City, to extend the contracts on the same terms and conditions for up to four (4) separate up to one (1) year periods.

Should the option(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:
Centennial College (Lot 1)

Contract Award Value:
\$100,806 net of all applicable taxes and charges (including 20 percent for miscellaneous items)
\$113,911 including HST and all applicable charges
\$102,580 net of HST recoveries

The contract is expected to start on May 01, 2025, and end on April 30, 2026.

Option Year 1 - From May 01, 2026 to April 30, 2027

\$100,806 net of all applicable taxes and charges (including 20 percent for miscellaneous items)

\$113,911 including all applicable taxes and charges

\$102,580 net of HST recoveries

Option Year 2 – From May 01, 2027 to April 30, 2028

\$100,806 net of all applicable taxes and charges (including 20 percent for miscellaneous items)

\$113,911 including all applicable taxes and charges

\$102,580 net of HST recoveries

Option Year 3 – From May 01, 2028 to April 30, 2029

\$100,806 net of all applicable taxes and charges (including 20 percent for miscellaneous items)

\$113,911 including all applicable taxes and charges

\$102,580 net of HST recoveries

Option Year 4 – From May 01, 2029 to April 30, 2030

\$100,806 net of all applicable taxes and charges (including 20 percent for miscellaneous items)

\$113,911 including all applicable taxes and charges

\$102,580 net of HST recoveries

The total potential contract award to Centennial College. identified in this report, including all option years, is \$504,030 net of all applicable taxes and charges and \$569,554 including all applicable taxes and charges. **The total potential cost to the City, including all option years, is \$512,901 net of HST recoveries.**

Recommended Supplier:

Cortech Safety Solutions Inc. (Lot 2)

Contract Award Value:

\$28,560 net of all applicable taxes and charges (including 20 percent for miscellaneous items)

\$32,273 including HST and all applicable charges

\$29,063 net of HST recoveries

The contract is expected to start on May 01, 2025, and end on April 30, 2026.

Option Year 1 - From May 01, 2026 to April 30, 2027

\$28,560 net of all applicable taxes and charges (including 20 percent for miscellaneous items)

\$32,273 including all applicable taxes and charges

\$29,063 net of HST recoveries

Option Year 2 – From May 01, 2027 to April 30, 2028
\$28,560 net of all applicable taxes and charges (including 20 percent for miscellaneous items)
\$32,273 including all applicable taxes and charges
\$29,063 net of HST recoveries

Option Year 3 – From May 01, 2028 to April 30, 2029
\$28,560 net of all applicable taxes and charges (including 20 percent for miscellaneous items)
\$32,273 including all applicable taxes and charges
\$29,063 net of HST recoveries

Option Year 4 – From May 01, 2029 to April 30, 2030
\$28,560 net of all applicable taxes and charges (including 20 percent for miscellaneous items)
\$32,273 including all applicable taxes and charges
\$29,063 net of HST recoveries

The total potential contract award to Cortech Safety Solutions identified in this report, including all option years, is \$142,800 net of all applicable taxes and charges and \$161,364 including all applicable taxes and charges. **The total potential cost to the City, including all option years, is \$145,313 net of HST recoveries.**

FINANCIAL IMPACT

The total potential combined contract awards for the suppliers identified in this report, including all optional years, is \$646,830 net of all applicable taxes and charges and \$730,918, including all applicable taxes and charges. The total potential cost to the City for both suppliers, including all option years, is \$658,214 net of HST recoveries.

Funding in the amount of \$87,762 net of HST recoveries is included in the 2025 Tabled Operating Budget for Fleet Services Division. Funding in the amount of \$43,881 net of HST recoveries for the balance of the contract period to April 30, 2026, will be included in the 2026 Operating Budget Submission for Fleet Services Division.

Should the City choose to exercise its option to renew for an 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 Contracts (net of HST recoveries) to Fleet Services Division (Lot 1 and 2)

Fleet Services Division Fleet Services Operational Budget: FL100 Cost Element: 4310	Net of HST recoveries
Initial Year Period from May 01, 2025 to December 31, 2025	\$87,762

Initial Year Period from January 01, 2026 to April 30, 2026	\$43,881
Option Year 1 from May 01, 2026 to April 30, 2027	\$131,643
Option Year 2 from May 01, 2027 to April 30, 2028	\$131,643
Option Year 3 from May 01, 2028 to April 30, 2029	\$131,643
Option Year 4 from May 01, 2029 to April 30, 2030	\$131,643
Total Contract Value from the date of award to April 30, 2030	\$658,214

Table 2: Combined Financial Impact by Budget Year (Net of HST recoveries)

City's Operational Budget: FL100 Cost Element: 4310						
2025	2026	2027	2028	2029	2030	Total
\$87,762	\$131,643	\$131,643	\$131,643	\$131,643	\$43,881	\$658,214

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

SOLICITATION SUMMARY

Solicitation Issued: December 16, 2024 **Solicitation Closed:** February 14, 2025

Number of Addenda Issued: Three (3)

Number of Bids: Four (4)

Table 3: Summary of Bids Received including bid price for Lot 1

Supplier Name	Bid Price (excluding H.S.T.)
The Centennial College of Applied Arts and Technology	\$84,005.00*

*The Bid Price does not include miscellaneous cost

Table 4: Summary of Bids Received including bid price for Lot 2

Supplier Name	Bid Price (excluding H.S.T.)
Cortech Safety Solutions Inc.	\$23,800*
1853622 Ontario Inc. o/a Safetyscope	\$30,500
Tyler Nicholoe Di Cristofaro	\$35,500

*The Bid Price does not include miscellaneous cost

DIVISION CONTACTS

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COMMENTS

For the recommended contract award, the following requirements have been met:

a. The firm recommended for award is the lowest Supplier meeting specifications or to 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