



BID AWARD PANEL CONTRACT AWARD

Award of Doc4997853816 to Monarch Mechanical Ltd. for the Provision of Preventive and Corrective Maintenance of Refrigeration Equipment for Seniors Services and Long-Term Care

Date: July 10, 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 Doc4997853816

Description:
Provision of Preventive and Corrective Maintenance of Refrigeration Equipment for Seniors Services and Long-Term Care for a period of one (1) year, 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) separate one (1)-year periods.

Should the option(s) be exercised, then the General Manager of Seniors Services and Long-Term Care will request the Chief Procurement Officer to process the renewals under the same terms and conditions.

Recommended Supplier:
Monarch Mechanical Ltd.

Contract Award Value:
\$241,332 net of all applicable taxes and charges (including 5% miscellaneous)
\$272,705 including HST and all applicable charges
\$245,579 net of HST recoveries

Contract is expected to start on October 1, 2025 and end on September 30, 2026.

Option Year 1: October 1, 2026 to September 30, 2027
\$248,572 net of all applicable taxes and charges (including 5% miscellaneous)
\$280,886 including HST and all applicable charges

\$252,947 net of HST recoveries

Option Year 2: October 1, 2027 to September 30, 2028

\$256,029 net of all applicable taxes and charges (including 5% miscellaneous)

\$289,313 including HST and all applicable charges

\$260,535 net of HST recoveries

Option Year 3: October 1, 2028 to September 30, 2029

\$263,710 net of all applicable taxes and charges (including 5% miscellaneous)

\$297,992 including HST and all applicable charges

\$268,351 net of HST recoveries

Option Year 4: October 1, 2029 to September 30, 2030

\$271,621 net of all applicable taxes and charges (including 5% miscellaneous)

\$306,932 including HST and all applicable charges

\$276,401 net of HST recoveries

The total potential contract award identified in this report including optional periods is \$1,281,263 net of all applicable taxes and charges and \$1,447,827 including all applicable taxes and charges. **The total potential cost to the City including optional periods is \$1,303,813 net of HST recoveries.**

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

FINANCIAL IMPACT

The total contract award identified in this report is \$1,281,263 net of all applicable taxes and charges, \$1,447,827 including all applicable taxes and charges. The cost to the City is \$1,303,813 net of HST recoveries.

Funding of \$61,395 is available in 2025 Operating Budget for Seniors Services and Long-Term Care and funding of \$184,184 will be included in the 2026 Operating Budget Submission for Seniors Services and Long-Term Care for the initial term. Should the option years be exercised, funding for 2026 to 2030 as outlined in Table 1 will be included in the 2026 - 2030 Operating Budget Submissions for Seniors Services and Long-Term Care. Additional funding details follow in Table 1.

Table 1: Financial Impact Summary of Recommended Contract

Cost Centre / Cost Element: D3*031 & D3*061 / 4462 & 4699		
Term / Option	Period	Totals (Net of HST Recoveries)
Initial Term	October 1, 2025 - December 31, 2025	\$61,395
	January 1, 2026 - September 30, 2026	\$184,184

Cost Centre / Cost Element: D3*031 & D3*061 / 4462 & 4699		
Option Year 1	October 1, 2026 - December 31, 2026	\$63,237
	January 1, 2027 - September 30, 2027	\$189,710
Option Year 2	October 1, 2027 - December 31, 2027	\$65,134
	January 1, 2028 - September 30, 2028	\$195,401
Option Year 3	October 1, 2028 - December 31, 2028	\$67,088
	January 1, 2029 - September 30, 2029	\$201,263
Option Year 4	October 1, 2029 - December 31, 2029	\$69,100
	January 1, 2030 - September 30, 2030	\$207,301
Total (Net of HST Recoveries)		\$1,303,813

The Chief Financial Officer and Treasurer has reviewed this report and agrees with the information as presented in the Financial Impact Section.

SOLICITATION SUMMARY

Solicitation Issued: February 28, 2025

Solicitation Closed: March 20, 2025

Number of Addenda Issued: Two (2)

Number of Bids: One (1)

Table 2: Summary of Bids Received including bid price

Supplier Name	Bid Price (excluding H.S.T.)
Monarch Mechanical Ltd	\$229,839.71

DIVISION CONTACTS

Clarman Yang, Manager, Purchasing Client Services,
Purchasing and Materials Management, 416-392-1302, Clarman.Yang@toronto.ca

Marina Masic, Manager, Contract Administration and Procurement Support,
Seniors Services and Long-Term Care, 416-392-8910, Marina.Masic@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