



BID AWARD PANEL CONTRACT AWARD

Award of Doc4882900765 to Harco Co Ltd. for a Heavy Duty Washer Extractor, Two (2) Product Liquid Chemical Dispenser, Drying Cabinet; and On-Site Training for Toronto Fire Services

Date: July 31, 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, Doc4882900765

Description:
For the non-exclusive supply, delivery, and setting in place of a Heavy Duty Washer Extractor, Two (2) Product Liquid Chemical Dispenser, Drying Cabinet; and on-site training for a period of one (1) year from the date of award, with the option to renew the Contract on the same terms and conditions for an additional four (4) separate one (1) year periods.

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

Recommended Supplier:
Harco Co Ltd.

Contract Award Value:
\$350,656 net of all applicable taxes and charges
\$396,241 including HST and all applicable charges.
\$356,828 net of HST recoveries

Contract is expected to start on September 1, 2025 and end August 31, 2026.

Option Year 1: September 1, 2026 to August 30, 2027
\$83,166 net of all applicable taxes and charges

\$93,978 including all applicable taxes and charges.
\$84,630 net of HST recoveries

Option Year 2: September 1, 2027 to August 31, 2028
\$85,661 net of all applicable taxes and charges
\$96,797 including all applicable taxes and charges.
\$87,169 net of HST recoveries

Option Year 3: September 1, 2028 to August 31, 2029
\$88,231 net of all applicable taxes and charges
\$99,701 including all applicable taxes and charges.
\$89,784 net of HST recoveries

Option Year 4: September 1, 2029 to August 31, 2030
\$90,878 net of all applicable taxes and charges
\$102,692 including all applicable taxes and charges.
\$92,478 net of HST recoveries

The total potential contract award identified in this report, including all options years is \$698,593 net of all taxes and \$789,410 including all applicable taxes and charges. **The total potential cost to the City, including all option years, is \$710,888 net of HST recoveries.**

The above cost calculations reflect an estimated 3% in Consumer Price Index adjustment applied annually to the yearly cost after the initial year.

FINANCIAL IMPACT

The total potential contract award identified in this report is \$789,410 including all applicable taxes and charges. The total potential cost to the City is \$710,888 net of HST recoveries.

Funding is available in the 2025 Capital Budget Toronto Fire Services.

Should the City choose to exercise its option to renew for the additional four (4) separate one (1) year periods, then appropriate additional funding, if needed, will be included in the 2026 – 2030 Operating Budget Submissions for Fire Services. Funding details are provided in Table 1 and Table 2 below.

Table 1: Financial Impact Summary Recommended Contracts (net of HST recoveries)

Cost Centre / WBS	Contract Term	Total (Net of HST Recoveries)
CFR147-02/ C/E 3099	Initial Term –Year 1: September 1, 2025 to December 31, 2025	\$356,828
	Initial Term –Year 1: January 1, 2026 to August 31, 2026	\$0

Cost Centre / WBS	Contract Term	Total (Net of HST Recoveries)
FR0017/ C/E 3050	Option Year 1: September 1, 2026 to August 31, 2027	\$84,630
	Option Year 2: September 1, 2027, to August 31, 2028	\$87,169
	Option Year 3: September 1, 2028, to August 31, 2029	\$89,784
	Option Year 4: September 1, 2029, to August 31, 2030	\$92,477
	Grand Total	\$710,888

Table 2: Financial Impact Summary Recommended Contracts (Calendarized)

Cost Centre	Contract Term	Total (Net of HST Recoveries)
CFR147-02/ C/E 3099	2025	\$356,828
FR0017/ C/E 3050	2026	\$84,630
	2027	\$87,169
	2028	\$89,784
	2029	\$92,477
	Grand Total	\$710,888

The Chief Financial Officer and Treasurer has reviewed this report and agrees with information included in the Financial Impact section.

SOLICITATION SUMMARY

Solicitation Issued: April 29, 2025
Number of Addenda Issued: two (2)
Number of Bids: one (1)

Solicitation Closed: May 28, 2025

Table 3: Summary of Bids Received including bid price

Supplier Name	Bid Price (excluding H.S.T)
Harco Co Ltd.	\$350,656.00

DIVISION CONTACTS

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

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Arnold Louie, Manager, Toronto Fire Services, 416-338-9071, Arnold.Louie@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