

Amendment to Blanket Contract 47024440 with Lock-Up Services Inc., for the Supply of Locksmith Services at Various City of Toronto Children’s Services Locations

Date: June 27, 2025

To: General Government Committee

From: General Manager, Children’s Services, and Chief Procurement Officer

Wards: All

SUMMARY

The purpose of this report is to request authority to amend Blanket Contract Number 47024440, issued to Lock-Up Services Inc. for the non-exclusive provision of locksmith services and repairs, by increasing the contract value by \$122,000 net of all applicable taxes and charges (\$124,147 net of Harmonized Sales Tax (HST) recoveries). This amendment will revise the current contract value from \$233,020 net of all applicable taxes and charges (\$237,121 net of HST recoveries) to \$355,020 net of all applicable taxes and charges (\$361,268 net of HST recoveries).

Blanket Contract 47024440 was awarded as part of Negotiated Request for Proposal (nRFP) Doc2968970025, which led to award to three different vendors, including one with Lock-Up Services Inc. This amendment is required to support continued service delivery at Children’s Services locations across the City of Toronto. Since the original award, the division has experienced an ongoing increase in unplanned repair needs and additional service requests, resulting in accelerated usage of the contract value. A previous amendment was made in August 2024 to address the base term of the contract requirements; however, sustained operational pressures have persisted. With two remaining option years available under the agreement, this contract amendment is necessary to ensure sufficient funds are available to maintain secure access to program sites throughout the remainder of the current term and into the option periods, if exercised.

RECOMMENDATIONS

The General Manager, Children’s Services, and the Chief Procurement Officer recommend that:

1. The General Government Committee, by Section 71- 11.1C of the City of Toronto Municipal Code Chapter 71 (Financial Control By-law), authorizes the

General Manager, Children’s Services to amend contract number 47024440 with Lock-Up Services Inc., for the provision of locksmith services and repairs, increasing the contract value by \$122,000 net of all taxes and charges (\$124,147 net of Harmonized Sales Tax recoveries), thereby revising the current contract value from \$233,020 net of all taxes and charges (\$237,121 net of Harmonized Sales Tax recoveries) to \$355,020 net of all taxes and charges (\$361,268 net of Harmonized Sales Tax recoveries).

FINANCIAL IMPACT

The total value of the contract amendment identified in this report is \$122,000 net of all taxes and charges (\$124,147 net of Harmonized Sales Tax recoveries). This revises the Children’s Services contract value from \$233,020 net of all taxes and charges (\$237,121 net of Harmonized Sales Tax recoveries) to \$355,020 net of all taxes and charges (\$361,268 net of Harmonized Sales Tax recoveries).

Funding for the requested amendment to the contract, from the date of award to December 31, 2025, is included in Children’s Services’ 2025 Operating Budget. Children’s Services will request funding for the balance period of the first option year and the second option year, if exercised, in their 2026 and 2027 Operating Budget Submissions. The details are as follows:

Table 1- Financial Impact Summary (net of Harmonized Sales Tax recoveries)

Contract Number	Budget Year	Cost Centre & GL Code	Current Contract Value	Requested Amount	Total New Contract Value (Including Additional Funds)
47024440	July 02, 2025, to December 31, 2025	CS.A1; 4463 & 4407	\$237,121	\$29,795	\$361,268
	January 01, 2026, to December 31, 2026			\$59,591	
	January 01, 2027, to July 25, 2027			\$34,761	
Total Requested Amount (Net of HST Recoveries)				\$124,147	

The Chief Financial Officer and Treasurer has reviewed this report and agrees with the

financial implications identified in the Financial Impact section.

DECISION HISTORY

On August 2, 2024, a Purchase Order Amendment for an additional \$80,000 net of all taxes and charges was processed, bringing the contract value to \$233,020 net of all taxes and charges (\$237,121 net of Harmonized Sales Tax recoveries).

At its meeting on June 22, 2022, the Bid Award Panel adopted item BA193.1, Award of Negotiated Request for Proposal Ariba Document Number 2968970025 to Various Suppliers for the Provision of Locksmith Services at various City of Toronto locations, granting authority to Children's Services to award Locksmith services to Lock-Up Services Inc. for a term of three (3) years from the date of award for a total amount of \$153,020 (excluding taxes).

[Agenda Item History - 2022.BA193.1 \(toronto.ca\)](#)

COMMENTS

Background

In June 2022, three suppliers, including Lock-Up Services Inc., were awarded contracts to provide locksmith services at various City properties. Children's Services was awarded one contract in the amount of \$153,000 with Lock-Up Services from this call. These services are required to secure entrances at multiple City properties, including City of Toronto Child Care Centers and are crucial for the operation and safety of those utilizing the properties.

Since the initial award of this contract, Children's Services has experienced a significant increase in unplanned repairs and additional services, resulting in the need to amend the contract with the Lock-Up Services Inc., contract 47024440 to ensure there was sufficient value on the contract for the initial three-year base term of the contract from July 26, 2022 to July 25, 2025. The contract currently encompasses 39 sites, comprising of year-round locksmith maintenance and repairs. Although the contract value was amended during the base term to reflect increased service demands, no adjustments were made to account for anticipated requirements during the two available option years. As a result, the current contract value is not sufficient to support ongoing locksmith services through the remainder of the contract term and into the option year, if exercised.

To ensure continuity of essential security services at City-operated Child Care Centres, Children's Services is seeking authority to amend Blanket Contract 47024440 with Lock-Up Services Inc. This amendment will ensure that adequate funds are in place to maintain uninterrupted locksmith services for the duration of contract year four (ending July 25, 2026), and the one remaining option year, if exercised.

Compliance with Fair Wage

The Fair Wage Office has reported that all the suppliers in this report reviewed and understood the Fair Wage Policy and labour trades requirements at the commencement of the original bridge period and agreed to comply fully with the City's Fair Wage Policy.

CONTACT

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SIGNATURE

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Chief Procurement Officer