



BID AWARD PANEL CONTRACT AWARD

Award of Request for Proposal (RFP) No. 0613-18-0154 to Yummy Catering Services for the Non-Exclusive Supply and Delivery of prepared foods to various City of Toronto Child Care Centres

Date: April 24, 2019
To: Bid Award Panel
From: Chief Purchasing Officer
Wards: All

RECOMMENDATIONS

The Chief Purchasing Officer recommends that the Bid Award Panel grant authority to award the following contract:

Call Number:
RFP No. 0613-18-0154

Description:

For the non-exclusive supply and delivery to develop nutritious menus and supply and deliver associated prepared lunches and snacks to various City of Toronto Early Learning & Child Care Centres, as required by the City's Children's Services Division, in accordance with the terms and conditions and in the form set out in Appendix B (the list of all Centres). This will be required for the period of one year from date of award to April 30, 2020 with the option to renew for four (4) additional separate one (1) year terms at the sole discretion of the City and subject to budget approval(s).

Recommended Bidder:

Yummy Catering Services Inc.

Contract Award Value:

\$2,273,915 net of all applicable taxes and charges (including 15% for miscellaneous)
\$2,569,524 including all applicable taxes and charges
\$2,313,936 net of HST recoveries

The contract is expected to start on date of award and end on April 30, 2020

Option Year 1: May 1, 2020 to April 30, 2021

\$2,342,133 net of all applicable taxes and charges (including 15% for miscellaneous)

\$2,646,610 including HST and all applicable charges

\$2,383,355 net of HST recoveries

Option Year 2 (May 1, 2021 to April 30, 2022)

2,412,397 net of all applicable taxes and charges (including 15% for miscellaneous)

\$2,726,009 including HST and all applicable charges

\$2,454,855 net of HST recoveries

Option Year 3 (May 1, 2022 to April 30, 2023)

\$2,484,768 net of all applicable taxes and charges (including 15% for miscellaneous)

\$2,807,788 including HST and all applicable charges

\$2,528,500 net of HST recoveries

Option Year 4 (May 1, 2023 to April 30, 2024)

\$2,559,311 net of all applicable taxes and charges (including 15% for miscellaneous)

\$2,892,021 including HST and all applicable charges

\$2,604,355 net of HST recoveries

The total potential cost to the City including all Option Years is \$12,285,000 net of HST recoveries. The potential award including all option years is \$13,641,952 including all applicable taxes and charges and \$12,072,524 net of net of all applicable taxes and charges.

The above cost calculations for the Option Years reflect an estimated 3% increase in the Consumer Price Index (CPI).

FINANCIAL IMPACT

The contract award identified in this report including all option years is \$13,641,952 including all applicable taxes and charges. The cost to the City is \$12,285,461 net of HST recoveries.

Funding has been included in the 2019 Operating Budget Submission for Children's Services under various cost centres. Additional funding for the remainder of the contract period will be requested in 2020 Operating Budget Submissions. Should the options for the four (4) additional one (1) year periods be exercised, additional funds will be included in the 2020-2024 Children's Services Division's Operating Budget submissions. The details are as follows:

Table 1: Financial Impact Summary of Recommended Contract

Period	Cost Centre 4116 / 2750 Various
Date of award – December 31, 2019	\$1,542,624
January 1, 2020 – April 30, 2020	\$771,312
Total: Contract Period	\$2,313,936
Total: 2019 Budget Year	\$1,542,624
May 1, 2020 – December 31, 2020	\$1,588,903
January 1, 2021 – April 30, 2021	\$794,451
Total: Option Year 1	\$2,383,354
Total: 2020 Budget Year	\$1,588,903
May 1, 2021 – December 31, 2021	\$1,636,570
January 1, 2022 – April 30, 2022	\$818,285
Total: Option Year 2	\$2,454,855
Total: 2021 Budget Year	\$1,636,570
May 1, 2022 – December 31, 2022	\$1,685,667
January 1, 2023 – April 30, 2023	\$842,833
Total: Option Year 3	\$2,528,500
Total: 2022 Budget Year	\$1,685,667
May 1, 2023 – December 31, 2023	\$1,736,237
January 1, 2024 – April 30, 2024	\$868,118
Total: Option Year 4	\$1,736,237
Total: 2023 Budget Year	\$2,579,070
Total: 2024 Budget Year	\$868,118
Grand Total	\$12,285,461

CALL SUMMARY

Call Issued: November 30, 2018

Call Closed: January 10, 2019

Number of Addenda Issued: (1)

Number of Bids: (2)

Table 2: Summary of Bids Received for Award of RFP No. 0613-18-0154 including bid price.

Bidder]	Bid Price (including H.S.T.)
Yummy Catering Services	\$2,569,524

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 bidder meeting specifications or to the highest scoring proponent based on the evaluation criteria included in the call and meeting the requirements of the call;

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. there are no material written objections to the award;

e. the call document was advertised on the City's internet website and bids or proposals were opened publicly; and

f. 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 calls are on the file in the Purchasing and Materials Management Division.

SIGNATURE

Michael Pacholok
Chief Purchasing Officer