



BID COMMITTEE REPORT

Meeting Date: September 2, 2021
Contact: Alexander Ralph
Contact No.: 604 829 2092

TO: Bid Committee
FROM: Chief Procurement Officer

RECOMMENDATION

Recommendation to enter into a contract with Aramark Canada Ltd., 811 Islington Avenue, Toronto, ON, in relation to Request for Proposal PS20210158 – Provision of Food Services for Evelyne Saller Centre.

The Chief Procurement Officer recommends that the Bid Committee approve the entry into the following contract, under the authority of the City's Procurement Policy ADMIN-008 provided that such contract shall not be entered into until it is also approved by Council, as required by such policy (subject to final negotiations).

Solicitation Number:	PS20210158 Request for Proposal (RFP)
Description of the Goods or Service:	Provision of Food Services for Evelyne Saller Centre
Recommended Vendor:	Aramark Canada Ltd.
Contract Term and Estimated Contract Value:	<p>The recommended term of the contract is 3 years, with the option to extend for 6 additional one-year terms.</p> <p>The contract price is based on an average of 850 meals served per day, and is estimated to be \$5,252,538, plus applicable taxes, over the initial 3-year term of the contract.</p>

PROCUREMENT SUMMARY

Date of Issuance of RFP:	March 3, 2021
Notices Sent:	Supply Chain Management sent notices to 29 proponents.
Closing Date:	April 8, 2021
Responses Received:	Aramark Canada Ltd.
	Save On Meats
	A Plus Projekt
	Truffles
	Why Not Food

Evaluation Criteria	Evaluation Weighting
Technical	68%
Financial	20%
Sustainability	12%
Total	100%

COMMENTS

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

- a) The solicitation documents were publicly advertised in accordance with the City's Procurement Policy ADMIN-008;
- b) The contract is proposed to be entered into with the vendor offering the best value, which is also the lowest-priced compliant vendor determined in accordance with the criteria, factors or methods previously disclosed in the public solicitation documents;
- c) Financial Planning & Analysis and the applicable business unit have reviewed and concur on the budget and recommendation;
- d) Bid Committee approval authority exists, as outlined in the City's Procurement Policy ADMIN-008 and Council approval is required under the City's Procurement Policy ADMIN-008, due to the value being in excess of \$2 million;
- e) The Director of Legal Services, Chief Procurement Officer and General Manager, Arts, Culture and Community Services to be authorized to execute and deliver all legal documents on behalf of the City; and
- f) The Bid Committee approval is pre-contract award, the final contract information may vary subject to final negotiations and award.

DECISION

The Bid Committee approved the entry into a contract in relation to the Provision of Food Services for Evelyne Saller Centre with Aramark Canada, Ltd., under the authority of the City's Procurement Policy ADMIN-008, provided that such contract shall not be entered into until it is also approved by Council, as required by such policy.