

Toronto Community Housing



Vendor Award: Program Roster for Building Condition Assessments

Item 6B

July 17, 2023

Building Investment, Finance and Audit Committee

Report: BIFAC:2023-73

To: Building Investment, Finance and Audit Committee
("BIFAC")

From: Vice President, Facilities Management

Date: June 15, 2023

PURPOSE:

The purpose of this report is to seek the approval of BIFAC for the establishment of a roster of pre-qualified vendors for up to \$3,346,883.75 (exclusive of taxes) for the Building Condition Assessment Program for a three-year term with the option to extend for an additional two one-year terms, based on the outcome of Request for Proposals ("RFP") 23030.

BIFAC approval is required for this contract award as it exceeds the \$2.5M financial approval limit of TCHC's Procurement Award Committee ("PAC").

RECOMMENDATIONS:

It is recommended that the BIFAC approve and recommend that the Board:

1. approve the establishment of a roster for the Building Condition Assessment Program with the following six pre-qualified vendors;
 - i. CBRE Limited
 - ii. Cion Corp.
 - iii. McIntosh Perry Limited
 - iv. OH Environmental Inc. o/a OHE Consultants
 - v. Roth IAMS Ltd. o/a FCAPX a Division of Roth IAMS
 - vi. Stephenson Engineering Limited o/a Stephenson Engineering, A Company of Salas O'Brien; and

2. approve up to \$3,346,883.75 (exclusive of taxes) for a term of up to five years as follows:
 - i. \$2,008,130.25 for three years of initial contract; and
 - ii. \$1,338,753.50 for two additional optional one-year terms at TCHC management's discretion; and
3. authorize the appropriate staff to take all other necessary actions to give effect to the above recommendations.

PROJECT BACKGROUND:

Information from Building Condition Assessments ("BCA") is used to project capital needs, establish sustainability targets and determine funding levels required to address the backlog of capital repairs and anticipated renewal in order to maintain an acceptable Facility Condition Index ("FCI").

This information is used to inform the capital planning process, align capital programs with the 10-year Capital Financing Plan, and support TCHC's strategic priority of "Quality Homes". BCAs help to ensure that TCHC has fulfilled its duties in ensuring diligence on its oversight of capital planning replacement and budget estimates over short and long-term periods.

The purpose of a BCA is to review the major capital components of a facility to determine its general condition, and to provide recommendations for repair and/or replacement and budget estimates over short and long-term periods. BCAs establish an organized record of all the component conditions within a building, and are based on visual inspections and engineering investigative methods.

REASONS FOR RECOMMENDATIONS:

The purpose of this award is to establish a roster of qualified contractors to conduct BCAs across the TCHC and Toronto Senior's Housing Corporation ("TSHC") portfolios inclusive of buildings, grounds and parking garages.

Establishing a roster for the above scope of work ensures a formalized process to efficiently and effectively deliver the Building Condition Assessment Program. This includes consistency in pricing, and accordance with both standard specifications and accountabilities, and performance expectations.

PROCUREMENT PROCESS:

RFP 23030 was issued on March 20, 2023 and closed on May 2, 2023. 12 submissions were received. The submissions were evaluated through a three-stage process to determine qualified vendors based on mandatory requirements, rated criteria and pricing. Seven submissions met the requirements of all stages, with six of the vendors accepting the average unit rates.

Buildings will be offered to the six prequalified proponents on a rotational basis based on the established unit rates. The Business Unit will monitor the rotation to ensure the same volume of work is offered to a single prequalified proponent over the course of the program.

The project is expected to start August 2023 and will be take up to five years to complete the portfolio as per best practices, weather permitting, and assuming no delays due to COVID-19. Work will not commence until this award has been approved, a contract has been executed and the purchase order issued. Any significant delays in issuing the purchase order will impact the schedule.

See Confidential Attachment 1 for details on pricing and rated criteria.

IMPLICATIONS AND RISKS:

A public RFP was issued and the recommendation is based on awarding the work as per the RFP requirements. Thus, the risk of a proponent challenging the awarding of the contract is minimized.

The Facilities Manager, Capital Planning, in consultation with other Facilities Management staff, has determined that the recommended proponents have the capability and capacity to deliver the work within the timeline.

Entry into tenant units is sometimes required. Key holder services will be engaged and timely and appropriate notification will be provided to tenants to notify them of planned disruptions and restrictions.

Performance will be evaluated in accordance with TCHC's Vendor Compliance Evaluation System. Results gathered through project reviews can be used to support decisions to remove underperforming vendors from TCHC's rosters and/or future bidding opportunities.

Funding for this award is within the program budget of the 2023 Capital Budget. Funding for future years budgets will be requested within the 2024-2027 Capital Budgets.

SIGNATURE:

“Allen Murray”

Allen Murray
Vice President, Facilities Management

ATTACHMENT:

Confidential Summary of Submissions

Attachment 1:

Reason for Confidential Attachment: Third party commercial information supplied in confidence and commercial information belonging to TCHC that has monetary value or potential monetary value and whose disclosure could reasonably be expected to be injurious to its financial interests.

STAFF CONTACT:

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