



Contractor Award: Supply, Delivery and Installation of New Appliances at Various TCHC Locations (RFP 20314)

Item 2F

June 15, 2021

Board of Directors

Report: TCHC:2021-31

To: Board of Directors (the “Board”)

From: Building Investment, Finance and Audit Committee (“BIFAC”)

Date: May 18, 2021

PURPOSE:

The purpose of this report is to seek the Board’s approval to award a contract for supply, delivery and installation of new appliances at various Toronto Community Housing (“TCHC”) locations in the East portfolio based on the outcome of Request for Proposal (“RFP”) 20314.

Board approval is required for this contractor award as it exceeds the \$2.5 million financial approval limit of TCHC’s Procurement Award Committee (“PAC”), and the \$5 million financial approval limit of the Building Investment, Finance and Audit Committee (“BIFAC”).

RECOMMENDATIONS:

It is recommended that the Board approve the following recommendations:

1. Approve the award of the work to Canadian Appliance Recycling Enterprise (“CARE”) for the supply, delivery and installation of new appliances and the removal and disposal of old appliances at various TCHC locations for up to \$12,000,000 (\$2,400,000 per annum)

(exclusive of taxes) for a 3 year term for the East Group, with an option to extend for two additional 1-year terms at TCHC management's discretion, based on the outcome of Request for Proposals ("RFP") 20314; and

2. Authorize the appropriate staff to take the necessary actions to give effect to the above recommendation.

BIFAC:

This report was approved by the BIFAC on May 18, 2021.

REASONS FOR RECOMMENDATIONS:

As part of tenancy agreements, TCHC provides all tenants with a refrigerator and stove. In some instances, microwaves (for tenant-specific needs) and washers and dryers (for standalone homes and some townhouse communities) may also be provided. When appliances break down and are deemed to be beyond economical repair, a new appliance is ordered.

RFP 20314 was issued on January 12, 2021 and closed March 19, 2021, to seek a primary vendor(s) to deliver, supply and install appliances for both the east and west groups, plus a backup vendor for both groups for their supply area. Through the evaluation process of the RFP Submissions, Canadian Appliance Recycling Enterprise was the lone successful proponent. Current vendors MidNorthern and Appliance Canada will continue to service both east and west groups pending the award approval of Canadian Appliance Recycling Enterprise. A subsequent RFP will be issued as soon as possible to source a primary vendor for the group not selected by Canadian Appliance Recycling Enterprise as well as select potential back up vendors.

Canadian Appliance Recycling Enterprise submitted the lowest price and is recommended for the work. Overall, Canadian Appliance Recycling Enterprise's submission satisfied all mandatory requirements and surpassed the standard required to permit consideration of its pricing proposal. The recommendation is based on awarding the work per the RFP requirements.

The Procurement Award Committee approved the recommendation to award the work to Canadian Appliance Recycling Enterprise at its meeting

on May 13, 2021, subject to BIFAC and Board approval. At that time, the Committee took note of the following considerations:

- The award is within reasonable and acceptable range for the scope of work; and
- The recommended proponent has confirmed they have the capability and capacity to deliver the scope of work.

IMPLICATIONS AND RISKS:

Operations Compliance will monitor performance, establish points of contact as well as schedule quarterly meetings to discuss any issues or hindrances to service delivery. Performance will be evaluated in accordance with TCHC's Vendor Compliance Evaluation System.

The pre-qualified proponent vendor has demonstrated that inventory levels for appliances are/will be adequate upon the initiation date of the agreement.

SIGNATURE:

"John P. Angkaw"

John P. Angkaw
Acting Chief Operating Officer

PUBLIC ATTACHMENT:

1. Appliance Program Primary and Backup Vendors by Regions

CONFIDENTIAL ATTACHMENT:

Confidential Attachment 1: Appliance RFP Overview

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.

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