

PUBLIC OPENING

RESPONSE SHEET

ITEM:	PROFESSIONAL AND PROTECTIVE SECURITY SERVICES
PREQUAL/TENDER NO:	90-19
DEPT.:	FACILITIES
CLOSING: DATE	ELEVEN-THIRTY FIFTY-NINE (11:30:59) A.M. (E.D.T), TUSEDAY, JULY 16, 2019
PUBLIC OPENING DATE:	ELEVEN-FORTY FIFTY (11:45) A.M. (E.D.T), WEDNESDAY, AUGUST 7, 2019

VENDOR	TOTAL TENDER PRICE - A TABLE 1	TOTAL TENDER PRICE - B TABLE 2	TOTAL TENDER PRICE - C TABLE 3
The Canadian Corps of Commissionaires (Ottawa Division)	\$129.89	\$694.89	\$390.00
Neptune Security Services Inc.	\$90.00	\$285.00	\$108.00
Paladin Security Group Ltd.	\$113.58	\$313.58	\$120.65

Service Fee will be evaluated in accordance with section 18.2 (page 17) to determine the lowest overall cost to the City and the selection of the successful Bidder.

* All bids are subject to review and evaluation for compliance to all specifications, prior to contract award. As such, the lowest bid recorded may not necessarily be the lowest compliant successful bidder.

PRESIDING FOR CITY OF WINDSOR:	
A) Purchasing Division:	Elaine Castellan / Scott Fraser
B) Responsible Department: Facilities	Mel Douglas / Tom Graziano
C) Consultant	N/A

18. AWARD AND EXECUTION OF THE CONTRACT, AND DOCUMENTS TO BE DELIVERED

- 18.1 The Contract shall be awarded by the delivery of written notice by email and/or facsimile to the successful Bidder and shall be contingent on the provision of all documents and materials in 18.5.
- 18.2 The RFT shall be awarded to the Bidder that provide the lowest overall cost to the City in accordance with the Bid Form. The Evaluation Committee in its sole discretion shall apply the following formulas to the Service Fee to determine the successful Bidder. The City shall read out the Service Fees in the public tender opening and shall evaluate the Service Fee of each Bidder against the formula in private.

Evaluation of the Service Fee

1. Total "A" will comprise 80% of the overall value of the Bidder score
2. Total "B" will comprise 15% of the overall value of the Bidder score
3. Total "C" will comprise 5% of the overall value of the Bidder score

Further broken down:

1. The lowest Total "A" rate will be assigned a score of 80 marks. The remaining Total "A" amounts will be allocated points in accordance with the following formula:

$$\frac{\text{Lowest Total "A" rate}}{\text{Rate}} \times 80$$

2. The lowest Total "B" rate will be assigned a score of 15 marks. The remaining Total "B" amounts will be allocated points in accordance with the following formula:

$$\frac{\text{Lowest Total "A" rate}}{\text{Rate}} \times 15$$

3. The lowest Total "C" rate will be assigned a score of 5 marks. The remaining Total "C" amounts will be allocated points in accordance with the following formula:

$$\frac{\text{Lowest Total "A" rate}}{\text{Rate}} \times 5$$

- 18.3 Contracts requiring the approval of Council shall be presented to Council during the Irrevocability Period.
- 18.4 Contract awards may be conditional on the approval of senior government agencies, including but not limited to the Ministry of the Environment. If an award is conditional on such approval, written notification of unconditional award will be made upon receipt of the requisite approval.
- 18.5 Within seven (7) business days of receiving the notice from the City, the successful Bidder shall deliver to the City:
- 18.5.1 the renewable performance bond required by the Contract;
 - 18.5.2 certified true copies of all insurance policies required by the Contract;
 - 18.5.3 a current WSIB clearance certificate;
 - 18.5.4 the Bidder's health and safety policy;
- 18.6 The Contract shall be prepared by the City and shall be in substantially the same form as the sample included and shall include all terms, conditions, requirements and obligations imposed by this RFT.
- 18.7 The successful Bidder shall execute the Contract and shall deliver the executed original to the City within seven (7) business days of the Bidder's receipt of the same.
- 18.8 Bids shall remain open for acceptance for the duration of the Irrevocability Period.