

**MEETING DATE:** September 25, 2001

**SUBJECT:** Procurement Authorization For The Supply Of Uniform Parkas, Topcoats And Windbreakers For 2002, 2003 and 2004

**RECOMMENDATION**

It is recommended that the Commission approve acceptance of the tenders submitted by Outdoor Outfits, Avon Sportswear and R. Nicholls Distributors and the issuance of Purchase Orders as follows:

1. Outdoor Outfits - \$344,621.25 for Operator uniform parkas
2. Avon Sportswear - \$289,985.73 for Supervisor uniform parkas and Operator uniform windbreakers and topcoats.
3. R. Nicholls Distributors - \$29,842.90 for Supervisor uniform windbreakers.

The total three year purchase for 2002, 2003 and 2004 is not expected to exceed \$664,449.88. See Appendix A for summary.

**FUNDING**

Sufficient funds for the 2002 expenditures will be included in the 2002 TTC and Wheel-Trans Operating Budgets, and sufficient funds will be provided in future operating budgets as required.

**BACKGROUND**

Under the terms of the Collective Agreement, the Commission is required to supply Operators and Collectors with uniform parkas, topcoats and windbreakers every four years. In addition, the Commission also supplies parkas and windbreakers to uniformed Supervisory personnel.

## **DISCUSSION**

Six companies were invited to submit tenders in addition to the public advertisement in the Globe and Mail on Monday, June 11, 2001. A total of three companies submitted tenders. The three submissions received did not contain any exceptions or qualifications.

Each firm is being recommended based on submitting the lowest price for each identified article of clothing. All these firms have previously provided clothing to the Commission and performed those contracts in a satisfactory manner.

Operator parkas represent 52% of the purchase value. The 2002 unit price for parkas is approximately 4% lower than the price being paid under the current contract. The 2003 and 2004 price will increase by approximately one percent per year.

The remaining contract items reflect either zero percent increase or one percent decrease in the unit price for 2002 and a one percent increase per year for 2003 and 2004.

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## **JUSTIFICATION**

These contracts will ensure an uninterrupted supply of uniform parkas, topcoats and windbreakers for the 2002, 2003 and 2004 issue.

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August 27, 2001

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Appendix A - Summary of Tenders

## **APPENDIX 'A'**

**PROCUREMENT AUTHORIZATION FOR THE  
SUPPLY OF UNIFORM PARKAS, TOPCOATS AND  
WINDBREAKERS FOR 2002, 2003 AND 2004**

<b>GARMENTS</b>	<b>OUTDOOR OUTFITS</b>	<b>AVON SPORTSWEAR</b>	<b>R. NICHOLLS DISTRIBUTOR</b>	
Male/Female Operator Parka	*\$344,621.25	\$345,644.00	\$369,886.52	
Male/Female Supervisor Parka	87,543.75	*46,023.00	78,129.97	
Male Operator Style Topcoat	82,782.75	*58,606.30	-	
Female Operator Style Topcoat	9,453.00	*5,223.30	-	
Male/Female Supervisor Windbreaker	70,627.25	33,423.03	*29,842.90	
Male/Female Operator Windbreaker	181,934.44	*180,133.13	193,044.47	
<b>*TOTAL – RECOMMENDED AWARD</b>	<b>*\$344,621.25</b>	<b>*\$289,985.73</b>	<b>*\$29,842.90</b>	<b>\$664,44</b>