

**NOTICE OF INTENDED PROCUREMENT**  
**Request for Quotation No. 4306-19-5036**

**For: supply of all labour, equipment and material necessary to provide a Refrigeration Service programme, to maintain existing indoor/outdoor ice-making refrigeration equipment**

<b>Division Contact for More Information:</b>	Alma Salcedo, Corporate Buyer Purchasing and Materials Management Division (t) 416-392-6057, (e) <a href="mailto:alma.salcedo@toronto.ca">alma.salcedo@toronto.ca</a>
<b>Cost of Document(s) &amp; Terms of Payment:</b>	\$113.00 (HST included)
<b>Description of Procurement:</b>	<p><b>The inclusive refrigeration program shall include the following items but may not be limited to these items:</b></p> <p>The vendor will provide all labour necessary to inspect and maintain the arena's Refrigeration equipment in good operating condition. Replacement parts, materials and shop repairs are all included within the comprehensive service program.</p> <p>Regular inspections of the equipment minimum three (3) times a year for each location (i.e. start-up, midterm and shutdown). On each inspection perform all services as per the vendor's inspection/check service report. Copy of the service report after each inspection.</p> <p>Furnish the City of Toronto with a complete copy of the vendor's service engineer's report indicating what repairs, if any, are necessary. NOTE: Replacement parts must be genuine parts.</p> <p>24-hour emergency service as required between inspections is included.</p> <p>Supply and remove all compressor oil for Term of Contract. Removal of compressor oil shall comply with Ministry of the Environment regulations.</p> <p>3-Year preventative maintenance plan.</p> <p>Annual calibration certificates on ammonia detection equipment. Maintenance log books, to record service maintenance activities.</p> <p>Annual inspection of all Pressure Relief Valves.</p> <p>The vendor will provide all materials and labour necessary for the charging and draining of oil and visual inspection of the plant, including the condenser. To perform these procedures every (2) weeks approx. 4 days/month while the Plants are in operation. Oil charging to be documented in The City of Toronto Refrigeration Log Book.</p>

	<p>The vendor shall provide all materials and labour necessary to monthly, at each location (while the dehumidification equipment is operational) change the filters on the dehumidification equipment.</p> <p>The vendor shall supply an annual Audit Report (including pictures) by qualified personnel for all identified facilities.</p> <p>These are the minimum requirements for the inclusive refrigeration service program.</p> <p>The vendor shall, in the course of duties, provide consulting services with respect to refrigeration equipment components or renovations, in the form of a technical advisor. The technical advisor shall be a Supervisor provided by the vendor to the City of Toronto for a minimum one hour per week at no extra charge to the City. Hours not expended for the week shall be accrued to the following week and accumulated for the duration of the contract.</p> <p>The term Supervisor shall mean a senior company official dedicated to 100% management and supervisory duties. In this capacity he/she shall be the contact person with Parks, Forestry &amp; Recreation and will provide technical advice as and when required, at no cost to the City of Toronto.</p> <p>The vendor shall maintain a full time business office during the normal business hours. An answering machine or service is not acceptable. The vendor must provide for twenty-four (24) hour service with immediate response in the case of an emergency, and for all other service requests a two (2) hour maximum response time.</p> <p>For emergency repairs, the vendor must be prepared to provide 24 hour a day service, 7 days a week with immediate response within 2 hours.</p> <p>Once the vendor received a Work Order he/she will telephone the City when they arrive at site and when they leave the site. The vendor will only be paid for hours accounted for by the City.</p>
<b>Recurrent Contract?</b>	No
<b>Delivery Schedule for Goods or Services OR Contract Duration:</b>	The anticipated start date is August 1, 2019 subject to obtaining all required approvals. Contract period of 1 year plus 2 option years.
<b>Procurement Method:</b>	Request for Quotation: Competitive Bid – Lowest bid meeting specifications and mandatory requirements
<b>Language(s) Permitted for Response by Supplier:</b>	English
<b>Limited # of Suppliers?</b>	N/A
<b>Name of Trade Agreement(s) that is Applicable to the procurement</b>	Chapter 19 of Comprehensive Economic and Trade Agreement (CETA); Chapter 5 Canada Free Trade Agreement (CFTA); Chapter 9 Trade and Cooperation Agreement between Ontario and Quebec (OQTCA) and other trade agreements
<b>ESTIMATED DEADLINE FOR SUBMITTING TO SOLICITATION:</b>	July 18, 2019, 12:00 noon (local Toronto time)
<b>SUBMISSIONS TO BE DELIVERED TO:</b>	Chief Purchasing Official Purchasing and Materials Management Division 18th Floor, West Tower, City Hall 100 Queen Street West Toronto, ON, M5H 2N2