
DATE: August 17, 2010

REPORT TITLE: **FOOD SERVICES FOR THE REGION OF PEEL'S FIVE LONG TERM CARE CENTRES AND PEEL'S YOUTH VILLAGE**

FROM: Janette Smith, Commissioner of Health Services

RECOMMENDATION

That Document 2010-146P for Food Services be awarded to Sysco Toronto (Sysco) for an annual estimated amount of \$1,900,000 for Long Term Care (LTC) and \$30,000 for Peel Youth Village (excluding applicable taxes) in accordance with Purchasing By-law 63-2008;

And further, that the Food Services contract be awarded to Gordon Food Service (GFS) as a secondary vendor for items not available from the primary vendor at an estimated annual amount of \$50,000 (excluding applicable taxes);

And further, that an additional four optional 12-month periods be offered to Sysco Toronto and Gordon Food Service subject to performance and pricing;

And further, that authority be given to increase/extend this contract for similar requirements up to the clients approved budget.

REPORT HIGHLIGHTS

- Request for Proposal Document 2010-146P for Food Services for the Region's Long Term Care Centres and Peel's Youth Village was issued and closed on June 2, 2010.
- Two submissions were received for the five Long Term Care Centres and Peel's Youth Village.
- Sysco Toronto is offering the Region of Peel the best overall solution for Food Services at the lowest cost for Long Term Care and Peel Youth Village.

DISCUSSION

1. Background

The Long Term Care Division and Peel Youth Village have ongoing requirements to provide meals to the residents of the five long term care centres - Davis Centre, Malton Village, Peel Manor, Sheridan Villa and Tall Pines, and the homeless youth in the Peel community. Both areas have very specific dietary needs which require a qualified vendor having specific

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experience in the Food Services Industry to provide the necessary food products and services to these two areas.

2. Analysis

On behalf of the Long Term Care Division and Peel Youth Village, Purchasing issued a Request for Proposal Document 2010-146P on May 6, 2010. This document was advertised on the Region's Internet site and the Ontario Public Buyers Association Internet site. Nine vendors downloaded the document from our website and only two submissions were received from Sysco Toronto and Gordon Food Service on the closing date June 2, 2010 at 12:00 noon.

In order to ensure the distinct requirements of both the Long Term Care Centres and Peel Youth Village, vendors were given the option to bid on both components or either one as outlined in the Request for Proposal.

Purchasing staff reviewed both vendor submissions and deemed them in compliance and therefore available for acceptance.

The proposal evaluation consisted of three phases. In Phase I, the proposals were received and evaluated by an evaluation committee consisting of staff from Peel Long Term Care and Peel Youth Village. The evaluation included questions relating to the vendor's service and experience in the Food Services industry. Both vendors advanced to Phase II.

Phase II, included a Vendor Presentation and/or Site Visit. The evaluation committee visited Gordon Food Services and Sysco Toronto for vendor presentations. Both vendors met the Agency's requirements and advanced to Phase III.

Phase III – Price Evaluation. The pricing envelopes from both vendors were opened and the evaluation summary is as follows:

Vendor Name	Location	Overall Ranking	Technical (80 per cent)	Price (20 per cent)
Sysco Toronto	Mississauga	1	1	1
Gordon Food Service	Milton	2	2	2

Sysco's proposal received the highest overall score when assessing the combination of technical proficiency and price. Staff has concluded that Sysco's proposal provided the best overall value to the Region of Peel.

3. Proposed Direction

It is recommended that a contract be awarded to Sysco Toronto for Food Services to the five Long Term Care Centres and Peel Youth Village for a 12-month period with the option to extend for four additional 12-month periods based on satisfactory performance and pricing.

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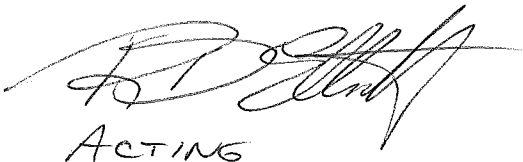
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It is also recommended that a contract be awarded to Gordon Food Service as a secondary vendor for a 12-month period with the option to extend for four additional 12-month periods based on satisfactory performance and pricing.

FINANCIAL IMPLICATIONS

Funding is available in the following operating budgets:

- Dept id CE10301, Account 22209 (Peel Manor)
- Dept id CE20301, Account 22209 (Sheridan Villa)
- Dept id CE30301, Account 22209 (Davis Centre)
- Dept id CE40301, Account 22209 (Tall Pines)
- Dept id CE50301, Account 22209 (Malton Village)
- Dept id CF10108, Account 22209 (Peel Youth Village)



ACTING

Janette Smith
Commissioner of Health Services

Approved for Submission:



for _____
D. Szwarc, Chief Administrative Officer

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