



TO:	CHAIR AND MEMBERS COMMUNITY & PROTECTIVE SERVICES COMMITTEE MEETING OF DECEMBER 15, 2015
FROM:	SANDRA DATARS BERE MANAGING DIRECTOR, HOUSING, SOCIAL SERVICES AND DEARNESS HOME
SUBJECT:	REQUEST FOR PROPOSAL 15-22 SUPPLY, DELIVERY & VARIOUS SERVICES FOR INCONTINENCE PRODUCTS FOR THE RESIDENTS AT THE DEARNESS HOME

RECOMMENDATION

That, on the recommendation of the Administrator, Dearness Home and the concurrence of the Managing Director, Housing, Social Services and Dearness Home and the Director, Financial Services the following actions **BE TAKEN** with respect to the award of contract for the Supply, Delivery & Various Services for Incontinence Products for the Residents at the Dearness Home.

- a) The RFP submission received by SCA North America-Canada Inc. 1275 North Service Rd. Suite 800 Oakville, ON L6M 3G4 distributed by Cardinal Health a price cost guarantee of \$1.42 per resident per day amounting to \$125 946.90 annually, before HST plus a \$6000 sign on bonus by SCA North America-Canada Inc. to be paid out 3 months after initiating the contract with an additional 1% annual rebate paid out by Cardinal Health with the following financial schedule;
 - i. Year 1 \$ 118 687.43 plus HST
 - ii. Year 2 \$ 124 687.43 plus HST
 - iii. Year 3 \$ 124 687.43 plus HST

With the option of a two (2) year renewal **BE ACCEPTED**; and

- b) Civic Administration **BE AUTHORIZED** to undertake all the administrative acts that are necessary in connection with this purchase; and
- c) Approval hereby given **BE CONDITIONAL** upon the Corporation entering into a formal contract or having a purchase order, or contract record relating to the subject matter of this approval.

PREVIOUS REPORTS

- Council Report of 2013-08-19, Supply and Delivery of Incontinence Products
- Board Report of 2010-07-21, Supply and Delivery of Incontinence Products

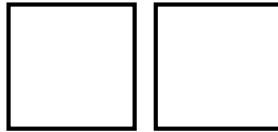
BACKGROUND

Background

Urinary incontinence affects more than 80% of residents at Dearness Home and has a major impact in the overall wellbeing of our residents. Among many clinical implications, incontinence has significant impact on skin integrity, psychosocial well-being, risk of falls and infection thus impacting quality of life. Management of incontinence includes clinical and behavioural interventions that are supported by high quality products and educational and restorative care programs that help to raise the capacity of our care staff. The Ministry of Health and Long Term Care provides funding for incontinence products in the nursing and personal care envelope.

Purchasing Process

The contract requirements supports the homes operational activities including roll out of new product, supply and delivery of products, individualized assessment for residents, participation in the homes continence care committee and quality improvement projects related to continence care, pandemic planning, staff education/support and restorative care.



The City issued a Request for Proposal (RFP) for the Supply, Delivery & Various Services for Incontinence Products for the Residents at the Dearness Home which closed Thursday, October 15, 2015. The tender was advertised in the Londoner and on Biddingo's website. Six (6) submissions were received.

The RFP was carried out in 3 phases:

- 1) Written submission- Evaluation of specific requirements (50%)
- 2) Product demonstration and presentation (10%)
- 3) Field testing of the product line (40%)

Contract Period

The term of the contract will be for a period of three (3) years with an option to renew the contract for an additional two (2) years at the City's sole discretion. The contract is scheduled to commence January 1, 2016.

Financial Impact

The annual expenditure for this contract is a price guarantee of \$125 946.90 annually, before HST plus a \$6000 sign on bonus to be paid out 3 months after initiating the contract with an additional 1% annual rebate. This cost has been included within the 2016 operating program budget of the Dearness Home.

Acknowledgements

This report was prepared by Maria Bohorquez, Long Term Care – Dearness Home with the assistance of Geoff Smith, Purchasing and Supply.

SUBMITTED BY:	RECOMMENDED BY:
MARIA BOHORQUEZ, RN BScN, MPH DIRECTOR OF CARE	ANGIE HEINZ ADMINISTRATOR, LONG TERM CARE – DEARNESS HOME
REVIEWED AND CONCURRED BY:	REVIEWED AND CONCURRED BY:
SANDRA DATARS-BERE MANAGING DIRECTOR HOUSING, SOCIAL SERVICES AND DEARNESS HOME	ANNA LISA BARBON, CPA, CGA DIRECTOR, FINANCIAL SERVICES

- CC:**
- A. Zuidema, City Manager
 - K. Murray, Manager Financial & Business Services
 - L. Marshall, Solicitor
 - K. Stanley, Human Resource Service Partner
 - A. Loft, Regional Director, Extendicare Assist
 - J. Freeman, Manager of Purchasing and Supply