



TO: Chair and Members of the Board of Health

FROM: Emily Williams, Chief Executive Officer

DATE: 2022 December 15

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## **MLHU STRATHROY DENTAL CLINIC– CONTRACT AWARD FOR PURCHASE AND INSTALLATION OF DENTAL EQUIPMENT**

### ***Recommendation***

*It is recommended that the Board of Health:*

- 1) Receive Report No. 71-22, re: “MLHU Strathroy Dental Clinic – Contract Award for Purchase and Installation of Dental Equipment” for information; and*
- 2) Approve entering into a contract with Henry Schein Canada, Inc. for supply, delivery and installation of dental equipment.*

### **Key Points**

- To respond to funding received by the provincial government to expand the Ontario Seniors Dental Care Program, the Middlesex-London Health Unit has entered into a lease at The Shops on Sydenham (51 Front St, Strathroy) for the build of a new dental clinic.
- A competitive bid was issued for the supply, delivery and installation of dental equipment to operate the Strathroy Dental Clinic.
- Using a set of standardized evaluation criteria, such as cost, dental clinic experience, and service, the highest-scoring proposal was provided by Henry Schein Canada, Inc.
- The Request for Proposal (RFP) value for purchase, delivery, and installation of the dental equipment for the Strathroy Dental Clinic is approximately \$313,300 plus HST.

### **Background – Operating and Capital Funds**

To address wait times and expand the Ontario Senior’s Dental Care Program (OSDCP), the Middlesex-London Health Unit (MLHU) was issued capital funding in the amount of \$1,050,000 from the Ministry of Health. To support the operation of the clinic, MLHU issued a request for proposal (RFP) on November 9, 2022, for the supply, delivery, and installation of dental equipment. The RFP closed on December 2, 2022. During this time, there were open periods for questions from vendors to clarify information or expectations.

The capital funding provided to MLHU is intended to cover the purchase of dental equipment (RFP 22-02), as well as the design and build of the clinic (RFP 22-01). The two RFPs were issued at the same time to ensure that combined costs did not exceed the allotted \$1,050,000 budget. As a risk mitigation strategy to prevent exceeding the allocated capital budget from unexpected construction costs, where possible, MLHU will use surplus in-year operating funds (2022) from the Oral Health team to purchase some dental equipment. These operating funds will only be used towards equipment that can be ordered and delivered to MLHU by December 31<sup>st</sup>, 2022.

### **Request for Proposal (RFP) Results**

At the time of RFP closure, 2 bids had been received. Bids were solicited through the e-procurement solution, Biddingo. These bids were assessed by an evaluation committee of eight (8) team members, including representation from senior leadership, management, and front-line staff. Evaluation criteria to assess the bids were

based on 1) reasonableness of cost, 2) delivery and installation timing, 3) experience/evidence of ability, 4) personnel and qualifications, and 5) value-added benefits and/or anticipated challenges.

The evaluation committee met on December 7, 2022, to review the evaluation results, and recommended Henry Schein Canada, Inc. as the preferred vendor. They have been recommended given that they scored the highest and met the budgetary costing requirements. Based on this proposal, the supply, delivery and installation of dental equipment for operation of the Strathroy Dental Clinic is expected to cost around \$313,300 plus HST.

The scope of work includes, but is not limited to:

- Equipment pricing and delivery times
- Coordination with project teams
- Advising on other relevant project deliverables

Henry Schein has a close relationship with MLHU which enables them to understand our current needs and plan for future growth. Since their inception over 90 years ago, they have grown to become the world's largest distributor of healthcare products and services. Some references include the City of Hamilton, Confederation College, and the City of Ottawa.

### **Next Steps**

MLHU is seeking the Board of Health's approval to award contracts to the proposed vendors for the supply, delivery and install of dental equipment for the Strathroy Dental Clinic. This approval is necessary to proceed with timely contract negotiations and placement of orders for dental equipment. The target opening date for the dental clinic, pending initiation of construction, is May 1, 2023.

This report was prepared by Privacy, Risk and Project Management team, Healthy Organization Division.



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Chief Executive Officer