
**ADMINISTRATION COMMITTEE
AGENDA
SPECIAL MEETING**

Date of Meeting: Wednesday, September 22, 2004 **Enquiry:** Christine Archibald
Time: 9:30 a.m. **Committee Administrator**
Location: Committee Room 1 **416-392-7039**
2nd Floor, City Hall **admc@toronto.ca**
100 Queen Street West
Toronto

Declarations of Interest under the *Municipal Conflict of Interest Act*

Deputations/Presentations - A complete list will be distributed at the meeting.

1. Supply, Delivery and Installation of Desktop and Notebook Computers and Related Products and Services - Request for Proposal 3401-04-3216

Report (September 14, 2004) from the Commissioner, Corporate Services and the Chief Financial Officer and Treasurer advising on the results of the Request for Proposal (RFP) No. 3401-04-3216 for the Supply, Delivery and Installation of Desktop and Notebook Computers and Related Products and Services and seeking authority to enter into an Agreement with the recommended proponent Compugen Inc. for the period ending October 31, 2006.

Recommendations:

It is recommended that:

- (1) recommendations 2 through 5 be submitted to Council through the Administration Committee for approval;
- (2) the appropriate City officials be authorized to enter into an Agreement with Compugen Inc., the highest overall scoring proponent meeting the requirements with the lowest cost proposal of those firms which completed the evaluation process, for the period ending October 31, 2006 for the provision of products and

services as identified in the RFP in the amount not to exceed \$38,460,000 including all taxes and charges for the following three components:

- (i) the TELS project in the amount not to exceed \$31,723,000 including all charges and taxes;
 - (ii) Social Services in the amount not to exceed \$4,691,000 including all charges and taxes and;
 - (iii) other departmental acquisitions in the amount not to exceed \$2,046,000 including all charges and taxes;
- (3) the previously approved 90-day RFQ process for the supply and delivery of desktop and notebook computers, and printers be replaced with this resulting Agreement;
 - (4) the report of the Fairness Monitor which is attached as Appendix A be received; and
 - (5) the appropriate City officials be authorized and directed to take the necessary action to give effect thereto.