

**THE CITY OF TORONTO**

**Minutes of the Bid Committee**

**Meeting 45**

**Wednesday, November 21, 2007**

The Bid Committee met on Wednesday November 21, 2007, in Meeting Room D, 2<sup>nd</sup> Floor, City Hall, commencing at 2:03 p.m.

Members Present:

Frank Baldassini, obo City Clerk  
Don Altman, obo Corporate Finance  
Laurie McQueen, obo City Manager's Office

Also Present:

Mariusz Piechocki, Information and Technology  
Michael Dielissen, Purchasing and Materials Management  
Andy Kwong, Information and Technology  
John McNamara, Purchasing and Materials Management  
David Ferguson, Purchasing and Materials Management

There were no declarations of interest pursuant to the Municipal Conflict of Interest Act.

**Confirmation of Minutes**

On motion by Laurie McQueen, the minutes of the meeting of the Bid Committee held on November 14, 2007, were confirmed.

**45.1 Request For Quotation (RFQ) 3001-07-7264 Printing and Mailing of Specialized Forms to Ontario Works Clients (Wards: All)**

The Bid Committee considered a report (November 5, 2007) from the Director of Purchasing and Materials Management, advising on the results of the Request for Quotation (RFQ) 3001-07-7264 for the printing and mailing of specialized forms to Ontario Works Clients for Toronto Social Services as required by the City of Toronto for a one (1) year period commencing January 1, 2008 to December 31, 2008 with the option to renew for four (4) additional one (1) year periods, 2009, 2010, 2011, 2012 and to request the authority to award a contract to the recommended bidder.

Recommendation:

The Director of Purchasing and Materials Management recommends that authority be granted to enter into an agreement with Cover-All Services Corp., being the lowest bidder meeting the requirements of the RFQ , for a one year period starting January 1, 2008 to December 31, 2008 for a total amount not to exceed \$879,529.25 net of GST, with an option to renew for an additional four (4) one-year periods: \$879,529.25 net of GST for 2009, \$888,522.65 net of GST for 2010, \$888,522.65 net of GST for 2011 and \$888,522.65 net of GST for 2012 for a total potential contract award of \$4,424,626.45 net of GST for each option year at the sole discretion of the City and subject to satisfactory performance and budget approval. Should the options to renew be exercised, then the General Manager, Social Services Division will instruct the Chief Purchasing Official to process the necessary contract renewals under the same terms and conditions.

On motion by Don Altman, the Bid Committee adopted the staff recommendation in the Recommendation Section of the report (November 5, 2007) from the Director of Purchasing and Materials Management.

**45.2 Request for Quotation (RFQ) 3401-07-3256 - Supply and delivery of Sun and IBM servers including warranty (Wards: All)**

The Bid Committee considered a report (November 12, 2007) from the Director of Purchasing and Materials Management, advising on the results of Request for Quotation (RFQ) 3401-07-3256 for the supply and delivery of Sun and IBM servers including warranty for the Information & Technology Division of the City of Toronto for a period of three (3) years with the option to renew for one (1) additional year, and to request authority to award a contract to the recommended bidder.

Recommendation:

The Director of Purchasing and Materials Management recommends that authority be granted to award a contract to OnX Enterprise Solution Ltd. being the lowest bidder meeting specifications for Part A and the only bidder meeting specifications for Part B of RFQ 3401-07-3256 for the supply and delivery of Sun and IBM servers including warranty, at a total cost for Part A and Part B not to exceed \$5,540,603.54 net of GST, for a period of three (3) years from the date of award to November 30, 2010, with the option to renew for one (1) additional year period to November 30, 2011, for an amount not to exceed \$2,216,659.81 net of GST at the sole discretion of the City. Should the option to renew be exercised, then the Chief Information Officer is to instruct the Director, Purchasing and Materials Management to process the necessary contract renewals under the same terms and conditions.

The total potential value of the contract award for Part A and Part B is \$7,757,263.35 net of GST.

On motion by Andy Kwong, the Bid Committee adopted the staff recommendation in the Recommendation Section of the report (November 12, 2007) from the Director of Purchasing and Materials Management.

**45.3 Request for Quotation (RFQ) 3412-07-3298 – Support and Maintenance of XP Storage Arrays (Wards: All)**

The Bid Committee considered a report (November 12, 2007) from the Director of Purchasing and Materials Management, advising on the results of Request for Quotation (RFQ) 3412-07-3298 for the non-exclusive Support and Maintenance of XP Storage Arrays for the Information & Technology Division of the City of Toronto for a period of five (5) years, and to request authority to award a contract to the recommended bidder.

Recommendation:

The Director of Purchasing and Materials Management recommends that authority be granted to award a contract to OnX Enterprise Solution Ltd. being the only bidder meeting specifications, at a cost not to exceed \$700,834.77 net of GST, for the Support and Maintenance of XP Storage Arrays for the Information & Technology Division of the City of Toronto for a period five (5) years from the date of award to November 30, 2011.

On motion by Mariusz Piechocki, the Bid Committee adopted the staff recommendation in the Recommendation Section of the report (November 12, 2007) from the Director of Purchasing and Materials Management.

The Bid Committee adjourned its meeting at 2:07 p.m.