

CD13.5 Attachment 1

JD Campbell & Associates

May 14, 2016

Attest Statement

City of Toronto, Toronto Paramedic Services Powered Stretcher Solution RFP

JD Campbell & Associates was engaged by the City of Toronto as Fairness Monitor to provide independent oversight throughout the procurement process for the Toronto Paramedic Services Powered Stretcher Solution RFP. We have participated in the validation of the procurement process and provided oversight to date.

This procurement was composed of multiple parts: Stage 1 - Mandatory Requirements; Stage 2 - Technical Evaluation (focussing on the selection of two Proponents to move forward in the selection process); Stage 3 - Field Testing; and Stage 4 - Costing.

The following chart summarizes our involvement and findings:

Stage	Task	Supported Fairness (Yes/No)
1	Reviewed the Request for Proposals (RFP) documentation	√
2	Ensured that the procurement process, communication with the City and the basis for selection were clearly stated in the RFP	√
4	Reviewed addenda and confirmed appropriateness from a fairness perspective	√
7	Reviewed the evaluation criteria to ensure consistency with the RFP	√
8	Ensured that Selection Committee members (evaluators) were briefed concerning best practice	√
9	Ensured that due regard was given to security and confidentiality of documentation and that steps were taken to protect against conflict of interest	√
10	Obtained confirmation that mandatory requirements check was performed appropriately	√
11	Attended Committee consensus evaluation sessions	√
12	Reviewed questions of clarification and Proponent responses guarding against bid repair	√
13	Reviewed plans and practice for field testing	√
14	Attended Committee consensus evaluation session regarding field test	√
15	Monitored and reported any deviations from planned practice	√

Outcome

- Two proposals were received;
- Both proposals passed the mandatory criteria stage;
- Both Proponents were evaluated for the written proposal, were deemed to have passed and were invited to proceed on to the Field Testing portion of the evaluation process.
- Both Proponents passed the threshold for the Field Testing portion and proceeded to Pricing.
- A Successful Proponent was identified based on highest ranked score. Staff will now recommend this Proponent to proceed to negotiations.

Yours truly,
JD Campbell & Associates

A handwritten signature in black ink, appearing to read "John Campbell". The signature is written in a cursive, flowing style.

John Campbell