



BID AWARD PANEL CONTRACT AWARD

Award of Request for Proposal No. 3405-18-0353 to Intrahealth Canada Limited for Electronic Medical Records Solution

Date: March 19, 2019
To: Bid Award Panel
From: Chief Purchasing Officer
Wards: All

RECOMMENDATIONS

The Chief Purchasing Officer recommends that the Bid Award Panel grant authority to award the following contract:

Call Number:
Request for Proposal No. 3405-18-0353

Description:
The purpose of this report is to advise on the results of the Request for Proposal (RFP) 3405-18-0353 for the provision of Electronic Medical Records Solution and to seek authority to negotiate and to enter into an Agreement with the recommended proponent Intrahealth Canada Limited for a period of two (2) years, with the option to renew for an additional three (3) separate one (1) year periods.

Recommended Proponent:
Intrahealth Canada Limited

Contract Award Value:
\$524,228 net of all applicable taxes and charges
\$592,378 including HST
\$533,454 net of HST recoveries

Contract is expected to start on April 29th, 2019 and end on April 28th, 2021.

Option Year 1 (Apr, 29, 2021 to Apr, 28, 2022)
\$ 130,673 net of all applicable taxes and charges
\$ 147,660 including all applicable taxes and charges
\$ 132,973 net of HST recoveries

Option Year 2 (Apr, 29, 2022 to Apr, 28, 2023)
\$ 133,114 net of all applicable taxes and charges
\$ 150,419 including all applicable taxes and charges

\$ 135,457 net of HST recoveries

Option Year 3 (Apr, 29, 2023 to Apr, 28, 2024)

\$ 135,617 net of all applicable taxes and charges

\$ 153,247 including all applicable taxes and charges

\$ 138,004 net of HST recoveries

The total potential contract award including all option years is \$939,888 net of HST recoveries, \$1,043,704 including all applicable taxes and charges and \$923,632 net of all applicable taxes and charges.

The above Contract Award value includes:

- 1) Optional License and Module Fees - Environment and Hosting Fees - Development, testing and Training environment cost is \$30,000 per year plus an 2,500 one time setup cost.
- 2) To cover changes to Project requirements and/or scope, contingency fee of \$83,967 is added by the City to the proposed cost. All Change Requests will need pre-approval and are at the sole discretion of the City, and must be approved by the proper City authority.

The Contract Award Value is subject to negotiation.

FINANCIAL IMPACT

The total contract award identified in this report, including all option years is \$1,043,704 including all applicable taxes and charges and \$923,632 net of all applicable taxes and charges. The total potential cost to the City is \$939,888 net of HST recoveries.

Funding is available in the 2019 Approved Capital Budget for Toronto Public Health (TPH). Additional funding for the balance of the contract period will be requested in the 2020 Operating Budget Submission for Toronto Public Health. Should the City choose to exercise the option year(s), additional funding will be requested in the 2021-2024 Operating Budget Submissions for Toronto Public Health. Funding details are provided in Table 1.

Table 1: Financial Impact Summary of Recommended Contract

Cost Centre	2019 CAPITAL	2020	2021 (Option yr)	2022 (Option yr.)	2023/24 (Option Yr.)	Total Net of HST recoveries
CPH001-30	\$402,907					\$402,907
PH4061 (Needle Exchange)		\$54,830	\$55,848	\$56,892	\$57,961	\$225,532
PH4094 (Sexual Health)		\$75,718	\$77,124	\$78,565	\$80,042	\$311,449
Grand Total Cost	\$402,907	\$130,548	\$132,972	\$135,457	\$138,003	\$939,888

CALL SUMMARY

Call Issued: October 15, 2018

Call Closed: November 29, 2018

Number of Addenda Issued: (3) Three

Number of Bids: (3) Three

Table 2: Summary of Proposals Received

Proponent Name	
Intrahealth Canada Limited	
Vitalhub	Not Compliant
Medfar	Minimum threshold not met

DIVISION CONTACTS

Elena Caruso, Manager, Purchasing Goods and Services, Telephone: 416-392-7316
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COMMENTS

For the recommended contract award, the following requirements have been met:

- a. The firm recommended for award is the lowest bidder meeting specifications or to the highest scoring proponent based on the evaluation criteria included in the call and meeting the requirements of the call;
- b. the appropriate Division has reviewed submissions and found the price to be reasonable, within available budget and concurs with the recommendation;
- c. the total contract value is less than \$20 million dollars (excluding applicable taxes) and the contract term is:
 1. for a contract funded by the operating budget, 5 years or less including any option years; or
 2. for a contract funded by the capital budget, within the projected term of the capital funding for the project as set out in the capital budget,

being within the authority of the Bid Award Panel;

d. there are no material written objections to the award;

e. the call document was advertised on the City's internet website and bids or proposals were opened publicly; and

f. the Fair Wage Office confirms the recommended firm understands the Fair Wage Policy and Labour Trades requirements and has agreed to comply fully.

Additional details and information for the above calls are on the file in the Purchasing and Materials Management Division.

SIGNATURE

Michael Pacholok
Chief Purchasing officer