



BID AWARD PANEL CONTRACT AWARD

Award of Request for Proposal No. 3405-19-0085 to Cimpl Inc. for a Telecom Expense Management Managed Services Solution

Date: April 9, 2020
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:
RFP No. 3405-19-0085

Description:
For a Telecommunication Expense Management Managed Services Solution for three (3) years, with option to renew the contract for two (2) additional separate one (1) year periods at the sole discretion of the City and subject to budget approval(s).

Recommended Proponent:
Cimpl Inc.

Contract Award Value:
\$1,447,200 net of all applicable taxes and charges
\$1,635,336 including all applicable taxes and charges
\$1,472,671 net of HST recoveries

Contract is expected to start on January 1, 2021 and end on December 31, 2023.

Option Year 1 (January 1, 2024 to December 31, 2024)
\$466,400 net of all applicable taxes and charges
\$527,032 including all applicable taxes and charges
\$474,609 net of HST recoveries

Option Year 2 (January 1, 2025 to December 31, 2025)
\$466,400 net of all applicable taxes and charges
\$527,032 including all applicable taxes and charges
\$474,609 net of HST recoveries

The total potential cost to the City including all option years is \$2,421,888 net of HST recoveries, \$2,689,400 including all applicable taxes and charges and \$2,380,000 net of all applicable taxes and charges.

FINANCIAL IMPACT

The total contract award identified in this report is \$2,689,400 including all applicable taxes and charges and \$2,380,000 net of all applicable taxes and charges. The total cost to the City is \$2,421,888 net of HST recoveries.

Capital funding is available in the 2020 Approved Capital Budget and 2021-2029 Approved Capital Plan for the Technology Services Division.

Operational funding will be requested in the Technology Services Division 2021-2025 Operating Budget Submissions. Additional funding details are provided in Table 1.

Table 1: Financial Impact Summary of Recommended Contract

WBS Element / Cost Centre	Jan 1, 2021 to Dec 31, 2021	Jan 1, 2022 to Dec 31, 2022	Jan 1, 2023 to Dec 31, 2023	Jan 1, 2024 to Dec 31, 2024	Jan 1, 2025 to Dec 31, 2025	Total (net of HST recoveries)
CIT047-10-01	\$48,845					\$48,845
IT1060-4828	\$474,609	\$474,609	\$474,609	\$474,609	\$474,609	\$2,373,043
Total	\$523,454	\$474,609	\$474,609	\$474,609	\$474,609	\$2,421,888

CALL SUMMARY

Call Issued: March 12, 2019

Call Closed: April 26, 2019

Number of Addenda Issued: Two (2)

Number of Bids: Two (2)

Table 2: Summary of Proposals Received for RFP No. 3405-19-0085

Proponent Name
Cimpl Inc.
Accountabill*

* Supplier was found non-compliant with mandatory technical requirements.

DIVISION CONTACTS

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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 submission 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