



BID AWARD PANEL CONTRACT AWARD

Award of Ariba Document Number 3133954872 to Teel Technologies Canada for the non-exclusive supply and delivery of various Forensic software and hardware for the Office of Chief Information Security Officer

Date: November 25, 2021
To: Bid Award Panel
From: Chief Procurement Officer
Wards: All

RECOMMENDATIONS

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

Solicitation Number:

Request for Quotation Ariba Document Number 3133954872

Description:

For the non-exclusive supply and delivery of various Forensic software and hardware for the Office of the Chief Information Security Officer division for a period of two (2) years from date of award with the option, in the favour of the City to extend the contract for three (3) additional one (1) year periods.

Should the option(s) be exercised, then the Office of the Chief Information Security Officer will request the Chief Procurement Officer of Purchasing and Materials Management to process the renewals under the same terms and conditions.

Recommended Bidder or Proponent:

Teel Technologies Canada

Contract Award Value:

\$432,630 net of all applicable taxes and charges (including 10% for miscellaneous items)

\$488,872 including HST and all applicable charges

\$440,244 net of HST recoveries

Contract is expected to start on date of award for a period of two (2) years with the option, in the favour of the City to extend the contract for three (3) additional one (1) year periods.

Option Year 1

\$62,854 net of all applicable taxes and charges (including 10% for miscellaneous items)

\$71,025 including all applicable taxes and charges

\$63,960 net of HST recoveries

Option Year 2

\$62,854 net of all applicable taxes and charges (including 10% for miscellaneous items)

\$71,025 including all applicable taxes and charges

\$63,960 net of HST recoveries

Option Year 3

\$62,854 net of all applicable taxes and charges (including 10% for miscellaneous items)

\$71,025 including all applicable taxes and charges

\$63,960 net of HST recoveries

The total potential contract award including all option years is \$632,125 net of HST recoveries, \$701,947 including all applicable taxes and charges and \$621,192 net of all applicable taxes and charges.

FINANCIAL IMPACT

The total potential contract award identified in this report including the option years is \$701,947 including all applicable taxes and charges. The total potential cost to the City including the option years is \$632,125 net of HST recoveries.

Funding from the date of award to December 31, 2021 has been included in 2021 Approved Operating and Capital Budgets for the Office of the Chief Information Security Officer. Additional funding will be included in 2022 Operating Budget Submissions. Should all the option years be exercised, appropriate additional funding will be requested in their 2023-2025 Operating Budget Submissions. Additional details follow in Table 1.

Table 1: Financial Impact Summary of Recommended Contract

Cost Centre	2021	2022	Option Year 1: 2023	Option Year 2: 2024	Option Year 3: 2025	Total (Net of HST Recoveries)
Operating - CY1001	\$63,960	\$63,960	\$63,960	\$63,960	\$63,960	\$319,800
Capital - CCY001-06	\$312,325					\$312,325
Total	\$376,284	\$63,960	\$63,960	\$63,960	\$63,960	\$632,125

The Chief Financial Officer and Treasurer has reviewed this report and agrees with information included in the Financial Impact information.

SOLICITATION SUMMARY

Solicitation Issued: September 16, 2021

Solicitation Closed: October 18, 2021

Number of Addenda Issued: 2

Number of Bids: 1

Table 2: Summary of Bids Received including bid price:

Bidder Name	Bid Price (excluding H.S.T., including 10% for miscellaneous items)
Teel Technologies Canada	\$432,630*

*Prices were corrected for mathematical errors. Purchasing and Materials Management has verified that the mathematical errors were corrected.

DIVISION CONTACTS

Sabrina Dipietro, Manager, Purchasing Client Services, Purchasing & Materials Management

Telephone: 416-397-4809 E-Mail: Sabrina.Dipietro@toronto.ca

Abiodun Morolari, Chief Information Security Officer, Office of the Chief Information Security Officer

Telephone: 416-396-4693 E-Mail: abiodun.morolari@toronto.ca

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

e. 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 Procurement Officer