



BID AWARD PANEL CONTRACT AWARD

Award of Ariba Document Number 3179111259 to ComplyTec Inc. for the supply of RSA Authentication Manager Software with Enhanced Technical Support and Software Maintenance for Technology Services

Date: December 9, 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 3179111259

Description:

For the supply of RSA Authentication Manager Software with Enhanced Technical Support and Software Maintenance for a period of five (5) years from the date of award.

Recommended Supplier:

ComplyTec Inc.

Contract Award Value:

\$1,030,497 USD net of all applicable taxes and charges
\$1,164,462 USD including HST and all applicable charges
\$1,048,634 USD net of HST recoveries

Contract is expected to start on or about January 1, 2022 and end on or about December 31, 2026.

FINANCIAL IMPACT

The total contract award identified in this report is \$1,030,497 USD (\$1,288,121 CAD) net of all applicable taxes and charges. The cost to the City is \$1,048,634 USD (\$1,310,795 CAD) net of HST recoveries. \$1 USD = \$1.25 CAD exchange rate (November 2021).

Sufficient funding has been included in the 2022 Operating Budget Submission for Technology Services Division. Additional funding for the balance of the contract period will be included in the 2023-2026 Operating Submissions for Technology Services. Additional details follow in Table 1.

Table 1: Financial Impact Summary of Recommended Contract

Year	Cost Centre / Cost Element	Total USD (Net of HST Recoveries)	Total CAD (Net of HST Recoveries)
2022	IT1017 - C/E 4474	USD \$209,727	CAD \$262,159
2023	IT1017 - C/E 4474	USD \$209,727	CAD \$262,159
2024	IT1017 - C/E 4474	USD \$209,727	CAD \$262,159
2025	IT1017 - C/E 4474	USD \$209,727	CAD \$262,159
2026	IT1017 - C/E 4474	USD \$209,727	CAD \$262,159
Total		USD \$1,048,634	CAD \$1,310,795

The Chief Financial Officer and Treasurer has been provided the financial impacts for review as part of the 2022 budget process.

SOLICITATION SUMMARY

Solicitation Issued: October 8, 2021 **Solicitation Closed:** November 3, 2021
Number of Addenda Issued: Two (2)
Number of Bids: One (1)

Table 2: Summary of Bids Received including bid price

Supplier Name	Bid Price (excluding H.S.T.)
ComplyTec Inc.	USD \$1,030,497

DIVISION CONTACTS

Sabrina Dipietro, Manager, Infrastructure & Development Services, Purchasing Client Services, Purchasing & Materials Management Division, 416-397-4809, Email: Sabrina.Dipietro@toronto.ca

Andrew Chan, Manager Cloud & Internet Services, Technology Services Division 416-392-8755, Email: Andrew.Chan@toronto.ca

COMMENTS

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

a. The firm recommended for award is the lowest Supplier meeting specifications or to the highest scoring Supplier based on the evaluation criteria included in the Solicitation and meeting the requirements of the solicitation;

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 Solicitation 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 Solicitations are on the file in the Purchasing and Materials Management Division.

SIGNATURE

Michael Pacholok
Chief Procurement Officer