BID AWARD PANEL CONTRACT AWARD

Award of Ariba Document Number 3666367917 to Decisive Group Inc. for the Non-Exclusive Supply, Delivery and Warranty of Z-Scaler Software, Service Subscriptions and Related Support and Maintenance for Technology Services Division

Date: December 15, 2022
To: Bid Award Panel
From: Acting Chief Procurement Officer
Wards: All

RECOMMENDATIONS

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

Solicitation Number:
Request for Quotation, Ariba Document Number 3666367917

Description:
For the Non-Exclusive Supply, Delivery and Warranty of Z-Scaler Software, Service Subscriptions and Related Support and Maintenance for the City's Technology Services Division.

Recommended Supplier:
Decisive Group Inc.

Contract Award Value:
$11,029,412 USD net of all applicable taxes and charges
$12,463,235 USD including HST and all applicable charges
$11,223,529 USD net of HST recoveries

Contract is expected to start on date of award for a period of five (5) years from the date of Award.

FINANCIAL IMPACT

The total contract award identified in this report is $11,029,412 USD ($15,000,000 CAD) net of all applicable taxes and changes, $12,463,235 USD ($16,950,000 CAD) including all applicable taxes and charges. The total cost to the City is $11,223,529 USD ($15,264,000 CAD) net of HST recoveries. $1 USD = $1.36 CAD exchange rate (December 2022)

Funding has been included in the 2023 Operating Budget Submission of Technology Services Division, and additional funding for the balance of the contract will be included in its 2024-2027 Operating Budget Submissions. Complete funding details are provided in Table 1.

Table 1: Financial Impact Summary of Recommended Contract

Year	Cost Element	Cost Centre	Total CAD (Net of HST Recoveries)	Total USD (Net of HST Recoveries)
2023	4828/4474	IT1017	$3,052,800	$2,244,706
2024	4828/4474	IT1017	$3,052,800	$2,244,706
2025	4828/4474	IT1017	$3,052,800	$2,244,706
2026	4828/4474	IT1017	$3,052,800	$2,244,706
2027	4828/4474	IT1017	$3,052,800	$2,244,705
Grand Total			$15,264,000	$11,223,529

The Chief Financial Officer and Treasurer has been provided the financial impacts as part of the 2023 budget process.

SOLICITATION SUMMARY

Solicitation Issued: October 4, 2022 **Solicitation Closed:** November 2, 2022
Number of Addenda Issued: Two (2)
Number of Bids: Five (5)

Table 1: Summary of Bids Received

Supplier Name	Bid Price (excluding H.S.T.)*
Decisive Group Inc.	$329,344.18 USD
iPSS Inc.	$348,138.14 USD
ISA Cybersecurity Inc.	$344,388.45 USD
MBS Techservices Inc.	$353,864.93 USD
OnX Enterprise Solutions Ltd	$328,212.65 USD**

* Bid Price was for evaluation purposes only.
** Supplier found to be non-compliant with mandatory 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 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 submitted electronically in Ariba; 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

Sandra Lisi
Acting Chief Procurement Officer