



BID AWARD PANEL CONTRACT AWARD

Award of Ariba Document Number 3799036717 to Vaco LLC D/B/A MorganFranklin Cyber for ProcessUnity Licenses for the Office of the Chief Information Security Officer

Date: February 2, 2023
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 3799036717

Description:

For ProcessUnity Licenses for the City of Toronto's Office of the Chief Information Security Officer for a period of two (2) years from the date of Award with an option in favour of the City to extend the agreement on the same terms and conditions for up to three (3) consecutive one (1) year periods.

Note: Should the option(s) be exercised, then the Chief Information Security Officer will request the Chief Procurement Officer to process the renewals under the same terms and conditions.

Recommended Supplier:

Vaco LLC D/B/A MorganFranklin Cyber

Contract Award Value:

\$735,980 net of all applicable taxes and charges
\$831,657 including HST and all applicable charges
\$748,933 net of HST recoveries

Contract is expected to start on February 1, 2023 and end on January 31, 2025.

Option Year 1 (February 1, 2025 to January 31, 2026)
\$237,440 net of all applicable taxes and charges
\$268,307 including HST and all applicable charges

\$241,619 net of HST recoveries

Option Year 2 (February 1, 2026 to January 31, 2027)

\$249,312 net of all applicable taxes and charges

\$281,723 including HST and all applicable charges

\$253,700 net of HST recoveries

Option Year 3 (February 1, 2027 to January 31, 2028)

\$261,779 net of all applicable taxes and charges

\$295,810 including HST and all applicable charges

\$266,386 net of HST recoveries

The total potential contract award including all optional periods is \$1,484,511 net of all applicable taxes and charges, \$1,677,497 including all applicable taxes and charges.

The total potential cost to the City is \$1,510,638 net of HST recoveries.

FINANCIAL IMPACT

The total potential contract award identified in this report is \$1,677,497 including all applicable taxes and charges. The potential cost to the City is \$1,510,638 net of HST recoveries.

Funding is available in the 2023 Tabled Capital Budget and the 2023 Tabled Operating Budget for the Office of the Chief Information Security Officer. Additional funding will be included in Office of the Chief Information Security Officer's 2024 Operating Budget Submissions. Should the City exercise the optional periods, then additional funding will be included in the Office of the Chief Information Security Officer's 2025-2027 Operating Budget Submissions. Complete funding details are provided in Table 1.

Table 1: Financial Impact Summary of Recommended Contract

Year	Cost Centre	Cost Element	Total Net of HST Recoveries
Year 1 (2023)	CCY-001-09	4038	\$241,619
Year 1 (2023)	CY1001	4828	\$265,695
Year 2 (2024)	CY1001	4828	\$241,619
Optional Year 3 (2025)	CY1001	4828	\$241,619
Optional Year 4 (2026)	CY1001	4828	\$253,700
Optional Year 5 (2027)	CY1001	4828	\$266,386
Grand Total			\$1,510,638

The Chief Financial Officer and Treasurer has been provided the financial impacts associated with the programs for review as part of the 2023 budget process.

SOLICITATION SUMMARY

Solicitation Issued: December 22, 2022

Solicitation Closed: January 9, 2023

Number of Addenda Issued: none

Number of Bids: Three (3)

Table 2: Summary of Bids Received including bid price

BIDDER	Bid Price (excluding H.S.T.)
Vaco LLC D/B/A MorganFranklin Cyber	\$1,484,510.60
CDW Canada Inc	\$1,519,267.00
Keverest Technologies Inc	\$1,530,775.97

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

Geneviève Sharkey
Chief Procurement Officer