



BID AWARD PANEL CONTRACT AWARD

Award of the Province of Ontario's Vendor of Record Arrangement Tender-18358 to CDW Canada Corp. for Microsoft Select Plus software products and support services for the Technology Services Division

Date: March 14, 2024
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 as per the Toronto Municipal Code, Chapter 195-6.6, Procurement of same goods and services as public body.

Solicitation Number:

Province of Ontario's Vendor of Record Arrangement Tender 18358

Description:

To piggyback on the Vendor of Record Arrangement Tender -18358 for Microsoft Select Plus software products and support services between the Centralized Supply Chain Ontario operating as Supply Ontario and CDW Canada Corp. (the "VOR arrangement") for a term of five (5) years beginning on date of award and ending February 28, 2029.

Recommended Supplier:

CDW Canada Corp.

Contract Award Value:

\$5,000,000 net of all applicable taxes and charges
\$5,650,000 including all applicable taxes and charges
\$5,088,000 net of HST recoveries

Contract is expected to start on date of award and end on February 28, 2029.

FINANCIAL IMPACT

The total contract award identified in this report is \$5,650,000 including all applicable taxes and charges. The cost to the City is \$5,088,000 net of HST recoveries.

Funding in the amount of \$5,088,000 net of HST recoveries is available in the approved 2024 Capital Budget and 2025-2033 Capital Plan for Technology Services Division.

Table 1: Financial Impact Summary of Recommended Contract

Year	WBS Element	Total
03/01/2024 – 12/31/2024	CIT702-08-03	\$1,000,000
01/01/2025 – 12/31/2025	CIT702-08-03	\$1,000,000
01/01/2026 – 12/31/2026	CIT702-08-03	\$900,000
01/01/2027 – 12/31/2027	CIT702-08-03	\$800,000
01/01/2028 – 12/31/2028	CIT702-08-03	\$800,000
01/01/2029 - 02/28/2029	CIT702-08-03	\$588,000
Grand Total		\$5,088,000

The Chief Financial Officer and Treasurer has reviewed this report and agrees with the financial impact information.

SOLICITATION SUMMARY

Solicitation Issued: August 1, 2023 **Solicitation Closed:** September 1, 2023

* The original solicitation was issued by the for Ministry of Government and Consumer Services of the Province of Ontario as " tender_18358 - Microsoft Select Plus Reseller" and the opportunity was awarded on October 1, 2023.

DIVISION CONTACTS

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COMMENTS

This award is made pursuant to the Municipal Code §195-6.6. - Procurement of same goods and services as public body.

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

a. the Chief Procurement Officer determined that the public body followed a competitive method consistent with that described in the chapter, and the following additional conditions exist:

A. The resulting contract between the public body and the supplier stipulates that the same goods and/or services be made available to other public bodies which include the City at the same price as provided by the supplier to the initiating public body;

B. The same goods and/or services will be made available to the City for the same or better price than the price that is to be paid by the public body;

C. The purchase of goods and/or services by the City is within funding approval; and

D. The supplier is not ineligible, suspended or otherwise in contravention of this chapter;

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

Genèvieve Sharkey
Chief Procurement Officer