



BID AWARD PANEL CONTRACT AWARD

Award of Doc5196624876 to Ernst & Young LLP for Upgrading SAP SuccessFactors Onboarding 1.0 module to Onboarding 2.0 For Technology Services Division

Date: August 14, 2025
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 Doc5196624876

Description:
Upgrading SAP SuccessFactors Onboarding 1.0 module to Onboarding 2.0.

Recommended Supplier:
Ernst and Young LLP

Contract Award Value:
\$685,000 net of all applicable taxes and charges
\$774,050 including HST and all applicable charges
\$697,056 net of HST recoveries

Contract is expected to start on September 1, 2025 and end on August 31, 2026.

FINANCIAL IMPACT

The total potential contract award identified in this report is \$685,000 net of all applicable taxes and charges, \$774,050 including all applicable taxes and charges. The total potential cost to the City, including option year, is \$697,056 net of HST recoveries.

Funding is available in the 2025-2034 Capital Budget and Plan for Technology Services Division. Complete funding details are provided in Table 1.

Table 1: Financial Impact Summary of Recommended Contract

Period	WBS Element/Cost Centre	GL Account	Total CAD (Net of HST Recoveries)
09/01/2025 – 12/31/2025	CIT059-02	4038	\$ 232,352
01/01/2026- 8/31/2026	CIT059-02	4038	\$ 464,704
Grand Total		\$ 697,056	

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

SOLICITATION SUMMARY

Solicitation Issued: June 5, 2025 **Solicitation Closed:** July 4, 2025
Number of Addenda Issued: Three (3)
Number of Bids: Two (2)

Table 2: Summary of Bids Received including bid price

Supplier Name	Bid Price (excluding HST)
Ernst and Young LLP	\$685,000.00
PricewaterhouseCoopers LLP	\$879,638.00

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 Supplier with the lowest bid meeting specifications or 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