

Appendix A: Monthly Procurement Approvals

No.	Report Name	Vendor Name(s)	Type	Description	Amount
1	Bishop Allen Academy Exterior Door Replacement Contractor Award	Windspec Inc.	New Procurement	Construction contract to replace all exterior doors, frames and hardware at Bishop Allen Academy.	\$355,516.80
2	Ope 2019 008 Salt and Sand Supply Unit-Rate Contract	Mr. Chemical Ltd. & Rona Inc.	New Procurement	A joint Tender with the Toronto District School Board (TDSB) was issued to renew pricing for the supply and delivery of salt, sand and calcium chloride (ice melt) to each school location.	\$308,984.56
3	Ren 2019 014 Access Control & Security Upgrades 2019 Contractor Award	API Alarm Inc & 360 Advanced Security Corp.	New Procurement	Upgrading the access control system & intrusion security at 41 school sites.	\$2,003,284.87
4	Insignia 20192020 Software Procurement	Insignia Software Corporation	Information on Existing Award	Renewal of the Board's annual maintenance agreement with Insignia Software Corporation for its Insignia Library software. TCDSB utilizes the Insignia Library Software system in all elementary and secondary schools.	\$70,490.40

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No.	Report Name	Vendor Name(s)	Type	Description	Amount
5	Renewal of 2020-2021 Palo Alto 5250 Firewalls Maintenance Agreement	Compugen Inc.	Information on Existing Award	Renewal of the Palo Alto 5250 Firewalls Maintenance Agreement that provides software upgrades and 24 hours per day and 7 days per week of technical support for the perimeter firewalls protecting TCDSB's mission-critical services and assets including Internet, corporate web sites, emails, Trillium, SAP, etc.	\$120,777.52
6	Ren 2019 021 St. Andre Catholic School Site Changes to Accommodate New Parking Lot and Playground Alterations	Bevcon Construction & Paving Ltd.	Modification to existing award	Additional asphalt paving work required to meet City of Toronto zoning requirement related to the portable classroom placement at St. Andre Catholic School.	\$73,533.30
7	School and CEC Telephone Systems Maintenance and Equipment Contract	Smart IP	Modification to existing award	Extend the agreement for Smart IP for telephone maintenances services and equipment to May 1, 2020.	\$120,000.00

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No .	Report Name	Vendor Name(s)	Type	Description	Amount
8	4 Office renewal for Copiers	4 Office	Information on Existing Award	Extend the existing agreement with 4Office Automation for printers & copiers , including cost of printing on a 12-month flexible extension with a 60 days' cancellation notice any time beyond July 1, 202.	\$1,404,000.00
9	Interactive Projector Purchase	Diversified (Formally Advanced Visual Environments)	New procurement award	Purchase of 50 projectors required at various schools.	\$183,100.00



Procurement Award Report with Project Update

Report To	Corporate Services – Monthly Procurement
Report Name	Ren 2019 032 Bishop Allen Academy Exterior Door Replacement Contractor Award
Report #	Ren 2019 032
Division	Renewal
SO/Executive	D.Friesen, (Acting) Superintendent of Capital and Asset Renewal
Initiator/Requestor	A. Ruscetta, Supervisor - Project Administration
Report Type	New procurement award

Tender/RFP Information

RFP/Tender #	P-002-20	Value + Net HST	\$355,516.80
Term Start Date	December 12, 2019	Term End date	August 14, 2020

Description of Goods/Service or Change

<p>Construction contract to replace all exterior doors, frames and hardware at Bishop Allen Academy.</p>
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Procurement Process

Procurement Type	Tender
Consortium/Group Purchase	No
# of Compliant Bidders/Respondents	6
Name of Recommend Vendor/Bidder	Windspec Inc.
Winning Bid Value + Net HST	\$355,516.80
Budget Source	School Condition Improvement Grant
Budget Source approval (Report & Date)	Ren 2017-032, December 13, 2017
Under/Over Budget	Within approved budget

Formal Award Recommendation

1.	That a contract be awarded to Windspec Inc. to replace the exterior doors, frames and hardware at Bishop Allen Academy in the amount of \$355,516.80 including net HST.
2.	Funds for this project are allocated in the School Condition Improvement Grant.

Project Funding Update

Note: Complete this for any purchasing awards need that have impact on a project budgets

Funding Statement

Bishop Allen Academy - (All amounts include net HST)		
	Cost	Balance
Approved Project Budget A		\$400,000.00
Construction Costs	\$355,516.80	
Consulting Fees	\$10,715.80	
Technical Development Allowance	\$5,000.00	
Contingency Allowance	\$28,767.40	
Total Project Cost		\$400,000.00
Balance		\$0.00

Project Budget Change Needed	No
Budget Change Amount	N/A

Formal Budget Change Recommendation



Procurement Award Report

Report Name	Ope 2019 008 Salt and Sand Supply Unit-Rate Contract Award
Division	Environmental Support Services
SO/Executive	M. Farrell, (Acting) Superintendent, Environmental Support Services
Initiator/Requestor	S. Martens, Officer, Environmental Support Services
Report Type	Procurement Award

Tender/RFP Information

RFP/Tender #	CN20-001T	Value + Net HST	\$308,984.56
Term Start Date	November 11, 2019	Term End date	November 30, 2020

Description of Goods/Service or Change

The current contract for the delivery and supply of salt and sand to each school location has expired.

A joint Tender with the Toronto District School Board (TDSB) was issued to renew pricing for the supply and delivery of salt, sand and calcium chloride (ice melt) to each school location.

Bagged salt and sand is used by custodial staff at all school locations during the winter months as part of the Board's snow and ice removal procedures to keep sidewalks, stairs and walkways free of ice and snow.

This report recommends awarding the contract for supply of salt and sand to Mr. Chemical Ltd. and Rona Inc. initial one (1) year term in the amount of \$77,246.14 per year, plus three (3) optional extensions per-year at the discretion of the Board.

There is no fixed financial commitment relating to the recommendation, as funds are only encumbered when a Purchase Order is issued. Based on past usage patterns and requests from schools this year for salt and sand an annual expenditure of \$77,246.14 inclusive of net HST is anticipated. The total contract value for four (4) years is approximately \$308,984.56 inclusive of net HST.

Procurement Process

Appendix A: Monthly Procurement Approvals

Procurement Type	Tender
Consortium/Group Purchase	Yes – Joint TCDSB/TDSB
# of Compliant Bidders/Respondents	3
Name of Recommend Vendor/Bidder	Mr. Chemical Ltd. / Rona Inc.
Winning Bid Value + Net HST	\$308,984.56
Budget Source	Facilities Operation Budget
Budget Source approval (Report & Date)	
Under/Over Budget	Within approved budget

Formal Award Recommendation

This report recommends award to the two (2) lowest Bidders meeting specifications for supply of sand and salt, to Mr. Chemical Ltd. and Rona Inc. This is a one (1) year contract in the amount of \$77,246.14 inclusive of net HST with options to renew the contract at the Board's discretion for a maximum of three (3) additional one-year terms in a contract value of approximately \$308,984.56 inclusive of net HST (Appendix A).



Procurement Award Report with Project Update

Report To:	Corporate Services – Monthly Procurement
Report Name	Ren 2019 014 Access Control & Security Upgrades 2019 Contractor Award
Report #	Ren 2019 014
Division	Renewal Department Capital Development and Asset Renewal
SO/Executive	D. Friesen, (Acting) Superintendent of Capital Development and Asset Renewal
Initiator/Requestor	J. Directo, Supervisor Capital Projects
Report Type	New procurement award

Tender/RFP Information

RFP/Tender #	P-072-19	Value Incl. Net HST	\$2,003,284.87
Term Start Date	December 12, 2019	Term End date	August 31, 2020

Description of Goods/Service or Change

- Upgrading the access control system & intrusion security at 41 school sites for 2019 (Phase 5).
- This report is to award the successful contractors for the 41 schools of Phase 5
- Three (3) bids were received from the three (3) pre-qualified contractors for Tender P-072-19. Bid results per school site are summarized in Appendix A.
- The recommended bidders to be for awarded are based on the lowest bid price as submitted per school site.

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Procurement Process

Procurement Type	Tender
Consortium/Group Purchase	No
# of Compliant Bidders/Respondents	3
Name of Recommend Vendor(s)/Bidder(s)	Various, See Recommendations
Winning Bid Value Incl. Net HST	Various, See Recommendations
Budget Source	School Condition Improvement Grant (SCI)
Budget Source approval (Report & Date)	Ren 2018 136 – May 29, 2019
Under/Over Budget	Within approved budget

Formal Award Recommendation

<ol style="list-style-type: none">1. That contracts for access control and security upgrades for the following 41 schools of Phase 5 access control and security upgrades program be awarded as follows:<ol style="list-style-type: none">a. That a contract be awarded to API Alarm Inc. as detailed in the Recommended Bidders Summary in Appendix A, for 23 schools in the amount of \$782,238.54 plus net HST of \$16,896.35 for a total fee of \$799,134.89.b. That a contract be awarded to 360 Advanced Security Corp. as detailed in the Recommended Bidders Summary in Appendix A, for a total of 18 schools in the amount of \$747,933.26 plus net HST of \$16,155.36 for a total fee of \$764,088.62.2. That the project budget include a technical development allowance of \$90,000.00 and a project contingency allowance of \$210,000.3. That funds be made available from the School Condition Improvement Grant (SCI).
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Project Funding Update

Note: Complete this for any purchasing awards need that have impact on a project budgets

Funding Statement

Various Schools - Access Control Phase 5 - (All amounts include net HST)		
	Cost	Balance
Approved Project Budget - Ren 2018 136		\$2,165,061.36
Construction Cost (Phase 5 - 41 sites)	\$1,563,223.51	
Consulting Fees (2019-20 Phases 5&6)	\$140,061.36	
Technical Development Allowance	\$90,000.00	
Contingency Allowance	\$210,000.00	
Total Project Cost		\$2,003,284.87
	Balance	\$161,776.49

Project Budget Change Needed?	No
Budget Change Amount	N/A

Formal Budget Change Recommendation

N/A

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Ren 2019 014 - APPENDIX A					
Phase 5 Security and Door Access Upgrade- Recommended Bidders Summary					
SCHOOL	Barrie Communications Equip Ltd.	API Alarm Inc.	360 Advanced Security Corp.	Recommended Low Bid Per School	Recommended Contractor
St. Rita	\$ 87,261.00	\$ 41,696.48	\$ 33,349.12	\$ 33,349.12	360 Adv. Security
St Michael Choir Jr	\$ -	\$ 22,566.98	\$ 31,331.36	\$ 22,566.98	API Alarm Inc.
St. Theresa Shrine	\$ 97,535.00	\$ 34,210.98	\$ 31,156.70	\$ 31,156.70	360 Adv. Security
Our Lady Of Peace	\$ 165,503.00	\$ 39,297.98	\$ 44,632.62	\$ 39,297.98	API Alarm Inc.
Christ The King	\$ -	\$ 23,722.48	\$ 27,035.20	\$ 23,722.48	API Alarm Inc.
St Ambrose	\$ 86,452.00	\$ 44,926.98	\$ 43,737.01	\$ 43,737.01	360 Adv. Security
St. Maria Goretti	\$ 102,432.00	\$ 52,875.48	\$ 51,794.77	\$ 51,794.77	360 Adv. Security
Our Lady Of The Assumption	\$ 83,392.00	\$ 42,977.48	\$ 44,736.69	\$ 42,977.48	API Alarm Inc.
St Josaphat	\$ 189,479.00	\$ 32,530.98	\$ 35,479.99	\$ 32,530.98	API Alarm Inc.
St. Benedict	\$ -	\$ 40,686.98	\$ 42,507.98	\$ 40,686.98	API Alarm Inc.
Immaculate Heart Of Mary	\$ -	\$ 22,292.48	\$ 28,296.75	\$ 22,292.48	API Alarm Inc.
St Barbara	\$ 88,652.00	\$ 39,751.98	\$ 38,938.69	\$ 38,938.69	360 Adv. Security
Transfiguration	\$ 143,241.00	\$ 32,825.98	\$ 32,340.65	\$ 32,340.65	360 Adv. Security
St. Boniface	\$ 50,063.00	\$ 35,676.98	\$ 37,736.52	\$ 35,676.98	API Alarm Inc.
St. Raphael	\$ 117,209.00	\$ 38,396.48	\$ 37,391.78	\$ 37,391.78	360 Adv. Security
St. Martin De Porres	\$ 78,821.00	\$ 37,250.98	\$ 37,520.32	\$ 37,250.98	API Alarm Inc.
St. Marcellus	\$ 84,903.00	\$ 37,672.48	\$ 42,956.23	\$ 37,672.48	API Alarm Inc.
St. Gerald	\$ 85,367.00	\$ 45,107.98	\$ 40,811.41	\$ 40,811.41	360 Adv. Security
St. Mark	\$ 77,345.00	\$ 35,746.98	\$ 37,902.59	\$ 35,746.98	API Alarm Inc.
St. Martha	\$ 79,004.00	\$ 37,526.98	\$ 39,031.38	\$ 37,526.98	API Alarm Inc.
Blessed John XXIII	\$ 84,781.00	\$ 46,682.98	\$ 41,881.35	\$ 41,881.35	360 Adv. Security
St Edward	\$ 62,447.00	\$ 34,853.98	\$ 35,676.65	\$ 34,853.98	API Alarm Inc.
Regina Mundi	\$ 80,385.00	\$ 38,046.98	\$ 38,960.95	\$ 38,046.98	API Alarm Inc.
St. Charles Garnier	\$ 61,774.00	\$ 45,132.98	\$ 42,103.90	\$ 42,103.90	360 Adv. Security
St. Francis De Sales	\$ -	\$ 51,662.98	\$ 44,297.82	\$ 44,297.82	360 Adv. Security
St Florence	\$ 126,970.00	\$ 24,042.98	\$ 30,476.63	\$ 24,042.98	API Alarm Inc.
St Elizabeth Seaton	\$ 53,861.00	\$ 27,787.98	\$ 29,221.10	\$ 27,787.98	API Alarm Inc.
East Curriculum Support	\$ 79,886.00	\$ 37,381.98	\$ 37,820.78	\$ 37,381.98	API Alarm Inc.
Sts. Cosmas And Damian	\$ 129,709.00	\$ 29,596.48	\$ 32,119.96	\$ 29,596.48	API Alarm Inc.
Msgr. John Corrigan	\$ 78,971.00	\$ 39,811.98	\$ 38,720.48	\$ 38,720.48	360 Adv. Security
Our Lady Of Mount Carmel	\$ 174,764.00	\$ 46,707.98	\$ 41,313.58	\$ 41,313.58	360 Adv. Security
St Rene Goupil	\$ 61,985.00	\$ 24,042.98	\$ 32,405.17	\$ 24,042.98	API Alarm Inc.
The Divine Infant	\$ 60,877.00	\$ 29,132.98	\$ 35,386.54	\$ 29,132.98	API Alarm Inc.
St. Bede	\$ 89,134.00	\$ 38,457.48	\$ 47,670.52	\$ 38,457.48	API Alarm Inc.
Madonna H.S.	\$ -	\$ 43,537.48	\$ 44,396.18	\$ 43,537.48	API Alarm Inc.
Chaminade College	\$ -	\$ 57,463.48	\$ 54,792.48	\$ 54,792.48	360 Adv. Security
St. Michael Choir Sr.	\$ -	\$ 33,280.98	\$ 29,252.29	\$ 29,252.29	360 Adv. Security
Dante Alighieri	\$ 169,943.00	\$ 57,322.98	\$ 47,895.57	\$ 47,895.57	360 Adv. Security
St. Mary Secondary	\$ 98,433.00	\$ 52,802.98	\$ 48,442.68	\$ 48,442.68	360 Adv. Security
Blessed Mother Teresa	\$ 90,238.00	\$ 47,407.48	\$ 49,939.95	\$ 47,407.48	API Alarm Inc.
Bishop Marrocco	\$ 191,445.00	\$ 51,452.98	\$ 49,712.98	\$ 49,712.98	360 Adv. Security
Total Awarded	\$ -	\$ 782,238.54	\$ 747,933.26	\$ 1,530,171.80	

All Bids do not include \$100,000.00 project contingency.



Procurement Award Report

Report Name	Insignia 20192020 Software Procurement
Division	ICT Services Division
SO/Executive	S. Camacho, Chief Information Officer
Initiator/Requestor	J. Brighton, Senior Coordinator of Student Systems & ICT
Report Type	Information on existing award

Tender/RFP Information

RFP/Tender #		Value + Net HST	\$70,490.40
Term Start Date	September 3, 2019	Term End date	August 31, 2020

Description of Goods/Service or Change

Insignia is an integrated library system supporting our school libraries.

The annual service fee includes:

1. Toll-free technical support
2. All software updates
3. Access to MARC bibliographic records and authority records
4. Content Rich Online Public Access Catalogue (OPAC)
5. Access to the Insignia knowledge base
6. Maintenance of the ILS server
7. Any enhancement requested by TCDSB

Currently, the TCDSB utilizes the Insignia Library Software system in all elementary and secondary schools. Insignia Software committed to identical pricing until August 2023, paid annually for a total commitment of \$281,961.60. ICT Services paid the 2019-2020 school year commitment on September 23, 2019.

Appendix A: Monthly Procurement Approvals

<u>Description</u>	<u>20172018</u>	<u>20182019</u>	<u>20192020</u>
Insignia Software Maintenance	\$60,000	\$69,000	\$69,000
Net HST (2.16%)	1,296	1,490.40	1,490.40
Total	61,296.00	\$70,490.40	\$70,490.40
Variance		\$9,194.40	\$0.00
		0.86%	0.00%

Appendix A: Monthly Procurement Approvals

Procurement Process

Procurement Type	RFP
Consortium/Group Purchase	No
# of Compliant Bidders/Respondents	
Name of Recommend Vendor/Bidder	Insignia Software Corporation
Winning Bid Value + Net HST	
Budget Source	ICT Services Division - Operations budgets
Budget Source approval (Report & Date)	
Under/Over Budget	Within approved budget

Formal Award Recommendation

That approval be given for the renewing of the Board's annual maintenance agreement with Insignia Software Corporation for its Insignia Library software for the period September 3, 2019, to August 31, 2023, for **\$69,000** plus net HST (2.16%) of **\$1,490.40** for a total of **\$70,490.40**; paid annually for a total commitment of \$281,961.60. ICT Services paid the 2019-2020 school year commitment on September 23, 2019, from the 2019-2020 operating expenditure budget.



Procurement Award Report

Report Name	Renewal of 2020-2021 Palo Alto 5250 Firewalls Maintenance Agreement
Division	ICT Services
SO/Executive	S. Camacho, Chief Information Officer
Initiator/Requestor	K. Chung, Senior Manager, ICT Services Division
Report Type	Information on existing award

Tender/RFP Information

RFP/Tender #		Value + Net HST	\$120,777.52
Term Start Date	January 12, 2020	Term End date	January 12, 2021

Description of Goods/Service or Change

This is for the 2020-2021 Palo Alto 5250 Firewalls Maintenance Agreement with Compugen Inc. leveraging existing OEMCM agreement valid until August 31, 2020. The Palo Alto 5250 Firewalls Maintenance Agreement provides software upgrades and 7 x 24 technical support for the perimeter firewalls protecting TCDSB's mission-critical services and assets including Internet, corporate web sites, emails, Trillium, SAP, etc.

Appendix A: Monthly Procurement Approvals

Procurement Process

Procurement Type	RFP
Consortium/Group Purchase	Yes - OECM
# of Compliant Bidders/Respondents	
Name of Recommend Vendor/Bidder	Compugen Inc.
Winning Bid Value + Net HST	\$120,777.52
Budget Source	ICT Services Division - Operations budgets
Budget Source approval (Report & Date)	2019- 2020 Budget Estimates – Overall Instructional Volumes 1, 2, 3, 4 2019- 2020 Budget Estimates – Non-Instructional Volumes 5, 6 June 13, 2019
Under/Over Budget	Within approved budget

Formal Award Recommendation

That we renew the 2020-2021 Palo Alto 5250 Firewalls Maintenance Agreement be executed with Compugen leveraging existing OECM agreement at a cost of \$120,777.52 inclusive of net taxes.



Procurement Award Report with Project Update

Report To	Corporate Services – Monthly Procurement
Report Name	Ren 2019 021 St. Andre Catholic School Site Changes to Accommodate New Parking Lot and Playground Alterations
Report #	Ren 2019 021
Division	Asset Renewal
SO/Executive	D. Friesen, (Acting) Superintendent Capital Development
Initiator/Requestor	D. Domet, Supervisor, Portable Classroom Renewal
Report Type	Modification to existing award

Tender/RFP Information

RFP/Tender #	Quotation	Value incl. Net HST	\$73,533.30
Term Start Date	2019-07-31	Term End date	December 31, 2019

Description of Goods/Service or Change

<ol style="list-style-type: none"> 1. A contract in the amount of \$34,659.00, excluding tax, was awarded to Bevcon Construction & Paving Ltd. for the asphalt paving of a portion of the field for portable classroom placement at St. Andre Catholic School. 2. Further work became necessary to meet the City of Toronto zoning requirement for increased parking for the portable classrooms, which was unknown at the time of the original project plan. Other improvements to the playground were included to compensate for the loss of playground space Staff approved the work to proceed due to the critical timeline of completion. 3. The required change order of \$37,319.57, excluding tax, results in a contract over \$50,000, requiring Board approval.
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Appendix A: Monthly Procurement Approvals

Procurement Process

Procurement Type	Single/Sole Source
Consortium/Group Purchase	Choose an item.
# of Compliant Bidders/Respondents	Unit Rate
Name of Recommend Vendor/Bidder	Bevcon Construction & Paving Ltd.
Winning Bid Value incl. Net HST	\$35,407.63
Budget Source	School Renewal Grant
Budget Source approval (Report & Date)	TCDSB. 14797.0002, July 30, 2019
Under/Over Budget	Within approved budget

Formal Award Recommendation

1. That a Change Order to Bevcon Construction Ltd. in the amount of \$37,319.57 plus HST of \$806.10 for a total of \$38,125.67 for paving related to portable placement at St. Andre Catholic School be ratified, for a total contract amount of \$73,533.30, including net HST.
2. That funds be made available from the School Renewal Grant, approved 2019 Portable Plan.



Procurement Award Report

Report Name	School and CEC Telephone Systems Maintenance and Equipment Contract – 5 Month Contract Extension
Division	ICT – Technical Services
SO/Executive	S. Camacho, Chief Information Officer
Initiator/Requestor	I. Kearney, Senior Manager, Service Desk & Telephone Infrastructure J. Di Fonzo, Senior Coordinator, IT Infrastructure and Operations M. Lesley, Supply Chain Analyst
Report Type	Modification to existing award

Tender/RFP Information

RFP/Tender #	RFP	Value + Net HST	\$120,000.00
Term Start Date	December 1, 2019	Term End date	May 1, 2020

Description of Goods/Service or Change

The existing agreement with Smart IP for school and CEC telephone maintenance services and equipment as of December 1, 2019. A procurement process was initiated to acquire a vendor of record for these telephone maintenance services and equipment but that procurement is not completed and has not yet been awarded. Telephone systems at the schools and Catholic Education Centre are essential in ensuring communication to and from the schools and the parent community. It is critical to the operation of schools that telephone systems be maintained therefore in the interim the agreement with Smart IP need to be continued. This report recommends that in the interim the existing agreement with Smart IP be extended to May 1, 2020 up to a maximum contract value of \$120,000.00.

Appendix A: Monthly Procurement Approvals

Procurement Process

Procurement Type	RFP
Consortium/Group Purchase	Yes - Other
# of Compliant Bidders/Respondents	
Name of Recommend Vendor/Bidder	Smart IP
Winning Bid Value + Net HST	\$120,000.00
Budget Source	Funds are available in the from Elementary, Secondary schools and Technical Services operating budget.
Budget Source approval (Report & Date)	2019- 2020 Budget Estimates – Overall Instructional Volumes 1, 2, 3, 4 2019- 2020 Budget Estimates – Non-Instructional Volumes 5, 6 June 13, 2019
Under/Over Budget	Within approved budget

Formal Award Recommendation

This report recommends that in the interim the existing agreement with Smart IP for telephone maintenances services and equipment be extended to May 1, 2020, up to a maximum contract value of \$120,000.00.



Procurement Award Report

Report Name	CS_Dec2019 Agreement Extension with 4Office Automation
Division	ICT Services Division
SO/Executive	S. Camacho, Chief Information Officer
Initiator/Requestor	M. Lesley, Supply Chain Analyst K. Xiong, Senior Manager
Report Type	Modification to existing award

Tender/RFP Information

RFP/Tender #		Value + Net HST	\$1,404,000.00
Term Start Date	December 2, 2019	Term End date	November 1, 2020

Description of Goods/Service or Change

The existing agreement with 4Office Automation for photocopier equipment ended as of December 1, 2019. A procurement process has been initiated to acquire a vendor of record for MFD (Multi-Functional Devices). The procurement for photocopier equipment will consider what is available through OECM contract or other procurement methods available. The schools and departments are continuing to use existing photocopiers during the next few months therefore in the interim, the agreement with 4Office Automation needs to be continued. This report recommends that in the interim, the existing agreement with 4Office Automation be extended on a 12-month flexible extension with a 60 days' cancellation notice any time beyond July 1, 2020. The average monthly spend with 4Office Automation is \$117,000.

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Procurement Process

Procurement Type	RFP
Consortium/Group Purchase	No
# of Compliant Bidders/Respondents	
Name of Recommend Vendor/Bidder	4Office Automation
Winning Bid Value + Net HST	\$1,404,000.00
Budget Source	School and Departments Operating budgets
Budget Source approval (Report & Date)	2019-2020 Budget Estimates – Overall Instructional Volumes 1,2,3,4 2019-2020 Budget Estimates – Non-Instructional Volumes 5,6 June 13 2019
Under/Over Budget	Within approved budget

Formal Award Recommendation

This report recommends that in the interim of a procurement process, the existing agreement with 4Office Automation be extended on a 12-month flexible extension with a 60 days' cancellation notice any time beyond July 1, 2020, with a maximum contract value of \$1,404,000.



Procurement Award Report

Report Name	Additional Interactive Projector Purchase through SEA
Division	Special Services
SO/Executive	L. Maselli-Jackman, SO Special Services
Initiator/Requestor	D. Reid, Principal Special Services (SEA/Section23)
Report Type	New procurment award

Tender/RFP Information

RFP/Tender #		Value + Net HST	\$183,100.00
Term Start Date		Term End date	

Description of Goods/Service or Change

Rationale for purchase of Epson Interactive Projector in support of shared student claims through Special Equipment Amount funding:

- Purchase of the Interactive Projector allows curriculum access for larger groups and whole class sessions.
- Based on requests received through SEA the purchase of additional projectors supports student needs system wide hence the request for 50 more. 35 going to the schools listed below and 15 more for future requests.

Appendix A: Monthly Procurement Approvals

# Required	School Name	# Required	School Name
1	St. Agnes	1	St. Jean de Brebeuf
1	St. Ambrose	1	St. Joachim
2	St. Basil the Great	1	St. Kateri Tekakwitha
1	St. Benedict	1	St. Louis
1	Cardinal Leger	2	Msgr. John Corrigan
1	St. Catherine	1	Nativity of Our Lord
1	St. Conrad	1	St. Mark
1	Dante Alighieri	1	St. Martha
1	St. Francis Xavier	1	St. Mary
2	St. Gerald	1	St. Matthew
1	Holy Cross	1	Our Lady of Victory
3	Holy Name	1	St. Paul
1	Immaculate Conception	1	St. Rita
		2	Santa Maria
		1	St. Victor
		1	The Holy Trinity

- Many of our existing ISP classrooms have outdated technology (i.e., SMARTBoards)
- TCDSB no longer has a license with SMART Technology
- Rationale to replace existing SMARTBoards that are either not working, or not repairable, with **only** device listed in the SEA IT Catalogue from 2018-2019 is the EPSON Brightlink Interactive Projector (p. 10 in catalogue, attached)
- Targeted claims for 'self-contained' classrooms in which all students have supporting documentation (IEP) to access their learning; many students have mobility issues...further supports access through the interactive projector alongside their individual device (Chromebook or iPad)
- Some projectors have been installed - if not all claims are installed that were submitted/approved last year it presents an issue of equity for our ISP classrooms (our most marginalized/vulnerable students)

As per SEA Ministry Guidelines (2019-20) - PPA and Claims-Based Funding:

It is expected that equipment will be replaced or upgraded as needed to accommodate changes in students' needs, due to changing technology, and/or to better meet the students' strengths and needs as documented in the current IEP. (p.5)

Appendix A: Monthly Procurement Approvals

Procurement Process

Procurement Type	
Consortium/Group Purchase	OECM
# of Compliant Bidders/Respondents	
Name of Recommend Vendor/Bidder	Advanced Visual Environments
Winning Bid Value + Net HST	
Budget Source	771
Budget Source approval (Report & Date)	
Under/Over Budget	Within approved budget

Formal Award Recommendation

It is recommended to Board that the acquisition of 50 Additional Interactive Projectors for shared assistive technology claims, purchased through Advanced Visual Environments with funding to come through SEA (Special Equipment Amount) be approved at a cost of \$183,100.00 plus net HST.