

## Appendix A

No.	Report Name	Vendor Name(s)	Type	Description	Amount
1	Blessed Sacrament Catholic School Exterior Lighting Upgrade Contractor Award	R.C.N Electric	New Procurement Award	Procurement Award: Upgrade existing exterior building fixtures and site fixtures.	\$55,419.76
			Budget Increase	Budget increase	\$4,221.28
2	D'Arcy McGee Catholic School Electrical Upgrades Contractor Award	CEC Services Limited	New Procurement Award	Upgrade the electrical distribution system and switchboard	\$160,391.20
3	Our Lady of Peace Catholic School Electrical Distribution Panel Upgrade Contractor Award	CEC Services Limited	New Procurement Award	Upgrade the electrical distribution panel	\$51,080.00
4	Various Schools Cooling Centres Phase 1.2 Contractor Award	Mapleridge Mechanical	New Procurement Award	Cooling centre installations for 13 schools (Phase 1.2)	\$1,370,167.88

## Appendix A

No.	Report Name	Vendor Name(s)	Type	Description	Amount
5	Michael Power/St. Joseph Catholic Secondary School New Field Washroom Contractor Award	R. Galati Contracting Ltd.	New Procurement Award	Construction of two barrier free washrooms within existing storage room 1211 for the exclusive use of the sports field permit holders	\$157,109.82
6	Human Resources Temporary Services	Various	New Procurement Award	Acquiring skilled Temporary Staffing Services for clerical, support, technical and information technology staffing	\$1,100,000.00
7	Request for Sharepoint Professional Services	R.D. Tempest & Company Ltd.	Modification to existing award	Ongoing staffing support to maintain the SharePoint environment of the TCDSB	\$65,850.75
8	Storage Expansion for 2019-2020	DellEMC	Information on Existing Award	Enterprise Storage Solution expansion inclusive of hardware, maintenance and technical support.	\$700,000.00
9	Purchase of DELL Chromebooks through SEA	DELL Canada	New Procurement Award	Purchase of 500 Dell Chromebooks in support of student claims through Special Equipment Amount funding.	\$196,210.00

## Appendix A

No.	Report Name	Vendor Name(s)	Type	Description	Amount
10	Classroom and Office Supplies	Office Central Inc, Brault & Bouthill (B&B)	New Procurement Award	Contract for the purchase of all classroom and office supplies for TCDSB.	\$ 1,420,000
11	Renewal of Excess Indemnity WSIB Coverage	Jardine Lloyd Thompson Canada Inc.	Renewal	Purchase excess indemnity coverage insurance.	\$239,519.16



## Procurement Award Report with Project Update

Report To	Corporate Services - Monthly Procurement
Report Name	CS_Jan2020_Ren 2019 039 Blessed Sacrament Catholic School Exterior Lighting Upgrade Contractor Award
Report #	Ren 2019 039
Division	Asset Renewal
SO/Executive	D. Friesen (Acting) Superintendent of Capital Development
Initiator/Requestor	D. Thompson, Supervisor of Electrical
Report Type	New procurement award

### Tender/RFP Information

RFP/Tender #	<b>P-007-20</b>	Value + Net HST	\$54,248.00 + Net HST
Term Start Date	January 6, 2020	Term End date	May 29, 2020

### Description of Goods/Service or Change

Contract to be awarded to R.C.N Electric to complete the following scope of work:

- Upgrade existing exterior building envelope fixtures.
- Install new wall mounted fixtures around the exterior building envelope.
- Upgrade existing pole mounted fixtures in the schoolyard.
- All lighting will be upgraded to LED type.
- Repair a damaged lighting pole in the schoolyard.

Contract award is within the approved Renewal Plan budget, however a small budget increase is requested in order to carry the recommended 10% technical development and contingency allowances.

**Procurement Process**

Procurement Type	Tender
Consortium/Group Purchase	No
# of Compliant Bidders/Respondents	7
Name of Recommend Vendor/Bidder	R.C.N Electric
Winning Bid Value + Net HST	\$54,248.00 + Net HST
Budget Source	School Renewal Program under the School Condition Improvement Grant
Budget Source approval (Report & Date)	Ren 2018 079 – February 1, 2019
Under/Over Budget	Budget Increase required

**Formal Award Recommendation**

<ol style="list-style-type: none"> <li>1. That a contract be awarded to R.C.N Electric to upgrade exterior and pole mounted lighting at Blessed Sacrament Catholic School, in the amount of \$54,248.00 plus net HST of \$1,171.76 for a total of \$55,419.76.</li> <li>2. That the funds for the project are available from the School Renewal Program, under the School Condition Improvement Grant.</li> </ol>
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## Project Funding Update

### Funding Statement

<b>Blessed Sacrament - (All amounts include net HST)</b>		
	<b>Cost</b>	<b>Balance</b>
Approved Project Budget		\$70,000.00
Construction Amount	\$55,419.76	
Consulting Fees	\$4,801.52	
Technical Development Allowance	\$7,000.00	
Contingency Allowance	\$7,000.00	
Total Project Cost		\$74,221.28
<b>Balance</b>		<b>(\$4,221.28)</b>

Project Budget Change Needed?	Yes
Budget Change Amount	\$4,221.28

### Formal Budget Change Recommendation

1. That the project budget be increased to \$74,221.28 including net HST to account for a shortfall of \$4,221.28.



## Procurement Award Report with Project Update

Report To	Corporate Services - Monthly Procurement
Report Name	CS_Jan2020_Ren 2019 040 D'Arcy McGee Catholic School Electrical Upgrades Contractor Award
Report #	Ren 2019 040
Division	Asset Renewal
SO/Executive	D. Friesen (Acting) Superintendent of Capital Development and Asset Renewal
Initiator/Requestor	D. Thompson, Supervisor of Electrical
Report Type	New procurement award

### Tender/RFP Information

RFP/Tender #	P-008-20	Value + Net HST	\$157,000.00 + Net HST
Term Start Date	January 13, 2020	Term End date	June 26, 2020

### Description of Goods/Service or Change

Contract to be awarded to CEC Services Limited to complete the following scope of work at D'Arcy McGee Catholic School:

- Upgrade the electrical distribution system
- Upgrade the main switchboard

**Procurement Process**

Procurement Type	Tender
Consortium/Group Purchase	No
# of Compliant Bidders/Respondents	5
Name of Recommend Vendor/Bidder	CEC Services Limited
Winning Bid Value + Net HST	\$157,000.00 + Net HST
Budget Source	School Renewal Program, Under the School Condition Improvement Grant
Budget Source approval (Report & Date)	Ren 2018 143 (May 16, 2019)
Under/Over Budget	Within approved budget

**Formal Award Recommendation**

<ol style="list-style-type: none"> <li>1. That a contract be awarded to CEC Services Limited to upgrade the Main Switchboard at D'Arcy McGee Catholic School in the amount of \$113,500.00 plus net HST of \$2,451.60 for a total of \$115,951.60.</li> <li>2. That a contract be awarded to CEC Services Limited to upgrade the electrical distribution system at D'Arcy McGee Catholic School in the amount of \$43,500.00 plus net HST of \$939.60 for a total of \$44,439.60.</li> <li>3. That the funds be made available from the School Renewal Program, Under the School Condition Improvement Grant.</li> </ol>
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## Project Funding Update

### Funding Statement

D'Arcy McGee - (All amounts include net HST)		
	Cost	Balance
Approved Project Budget A (Main Switchboard)		\$88,392.00
Approved Project Budget B (Distribution Panel)		<u>\$155,827.00</u>
Total Approved Budget		\$244,219.00
Contract Amount (A)	\$115,951.60	
Contract Amount (B)	\$44,439.60	
Consulting Fees (A)	\$4,086.40	
Consulting Fees (B)	\$2,554.00	
Technical Development Allowance	\$21,000.00	
Contingency Allowance	\$56,187.40	
Total Project Cost		\$244,219.00
<b>Balance</b>		<b>\$0.00</b>

Project Budget Change Needed?	No
Budget Change Amount	



## Procurement Award Report with Project Update

Report To	Corporate Services - Monthly Procurement
Report Name	CS_Jan2020_Ren 2019 042 Our Lady of Peace Catholic School Electrical Distribution Panel Upgrade Contractor Award
Report #	Ren 2019 042
Division	Asset Renewal
SO/Executive	D. Friesen (Acting) Superintendent of Capital Development and Asset Renewal
Initiator/Requestor	D. Thompson, Supervisor of Electrical
Report Type	New procurement award

### Tender/RFP Information

RFP/Tender #	<b>P-007-20</b>	Value + Net HST	\$50,000.00 + Net HST
Term Start Date	January 27, 2020	Term End date	April 24, 2020

### Description of Goods/Service or Change

Contract to be awarded to CEC Services Limited to complete the electrical distribution panel upgrade at Our Lady of Peace Catholic School.

**Procurement Process**

Procurement Type	Tender
Consortium/Group Purchase	No
# of Compliant Bidders/Respondents	7
Name of Recommend Vendor/Bidder	CEC Services Limited
Winning Bid Value + Net HST	\$50,000.00 + net HST
Budget Source	School Renewal Program, under the School Condition Improvement Grant
Budget Source approval (Report & Date)	Ren 2018 080 – February 1, 2019
Under/Over Budget	Within approved budget

**Formal Award Recommendation**

<ol style="list-style-type: none"> <li>1. That a contract be awarded to CEC Services Limited to upgrade the electrical distribution panels at Our Lady of Peace Catholic School, in the amount of \$50,000.00 plus net HST of \$1,080.00 for a total of \$51,080.00.</li> <li>2. That the funds for the project are available from the School Renewal Program, under the School Condition Improvement Grant.</li> </ol>
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## Project Funding Update

### Funding Statement

Our Lady of Peace - (All amounts include net HST)		
	Cost	Balance
Approved Project Budget		\$70,000.00
Construction Amount	\$51,080.00	
Consulting Fees	\$5,312.32	
Technical Development Allowance	\$6,607.68	
Contingency Allowance	\$7,000.00	
Total Project Cost		\$70,000.00
<b>Balance</b>		<b>\$0.00</b>

Project Budget Change Needed?	No
Budget Change Amount	



## Procurement Award Report with Project Update

Report To	Corporate Services - Monthly Procurement
Report Name	CS_Jan2020_Ren 2019 044 Various Schools Cooling Centres Phase 1.2 Contractor Award
Report #	Ren 2019 044
Division	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 #	<b>P-003-20</b>	Value incl Net HST	\$1,370,167.88
Term Start Date	January 10, 2020	Term End date	April 30, 2020

### Description of Goods/Service or Change

1. Construction contract award for Phase 1.2 cooling centre installation at 13 schools.
2. Design-build submissions for Cooling Centre installation services were evaluated by a committee of the project management team and Board Capital Renewal staff, based on the following criteria in the RFP. The evaluation Criteria was updated from Phase 1.0 to provide greater weight on the lowest bid.

## Appendix A

<b>Evaluation Criteria</b>	<b>Points</b>
Experience with Design-Build Projects	10
Responsiveness of the Bidder – clear understanding of scope	10
Schedule – Ability to complete project on time	15
Bid Price	60
Absence of Conflict of interest or perceived conflicts of interest	5
<b>Grand total</b>	<b>100</b>

3. A list of schools, along with the respective lowest compliant bid is shown in Table A below:

**Table A:**

<b>School</b>	<b>Cooling Centre Location</b>	<b>Winning Bid</b>	<b>Net HST</b>	<b>Total Construction Cost</b>
St Stephen	Gym	\$111,622.00	\$2,411.04	\$114,033.04
Nativity of Our Lord	Library	\$107,803.00	\$2,328.54	\$110,131.54
St Jerome *	Gym	\$116,227.00	\$2,510.50	\$118,737.50
St Bonaventure	Gym	\$104,960.00	\$2,267.14	\$107,227.14
St Ignatius of Loyola *	Library	\$90,838.00	\$1,962.10	\$92,800.10
St Columba	Library	\$106,013.00	\$2,289.88	\$108,302.88
Holy Rosary	Library	\$110,220.00	\$2,380.75	\$112,600.75
St Brigid *	Gym (Half)	\$108,330.00	\$2,339.93	\$110,669.93
Holy Name	Library	\$88,080.00	\$1,902.53	\$89,982.53
St Rose of Lima	Gym	\$109,670.00	\$2,368.87	\$112,038.87
St Augustine	Library	\$86,080.00	\$1,859.33	\$87,939.33
St Boniface	Library	\$107,600.00	\$2,324.16	\$109,924.16
Chaminade *	Library	\$93,755.00	\$2,025.11	\$95,780.11
<b>Total</b>		<b>\$1,341,198.00</b>	<b>\$28,969.88</b>	<b>\$1,370,167.88</b>

**Procurement Process**

Procurement Type	Tender
Consortium/Group Purchase	No
# of Compliant Bidders/Respondents	6
Name of Recommend Vendor/Bidder	Mapleridge Mechanical
Winning Bid Value incl Net HST	\$1,370,167.88 - See Appendix A for breakdown by school
Budget Source	School Condition Improvement Grant
Budget Source approval (Report & Date)	Ren 2018 057 – Dec 12, 2018
Under/Over Budget	Within approved budget

**Formal Award Recommendation**

That a contract for cooling centre installations for the 13 schools of the Phase 1.2 Cooling Centre Program be awarded as to Mapleridge Mechanical as detailed in Table A above, for a total amount of \$1,341,198.00, plus a net HST of \$28,969.88, for a total of \$1,370,167.88.

**Project Funding Update**

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

**Funding Statement**

## Appendix A

<b>Cooling Centres Phase 1.2 - 13 schools - (All amounts include net HST)</b>		
	<b>Cost</b>	<b>Balance</b>
Approved Project (Approved in 2018-19 Renewal Plan and Increased in Ren 2019 007)		\$2,875,607.33
Additional Phase 1 Project Budget Approved in 2019-20 School Renewal Plan		\$1,729,000.00
Total PROJECT Cost - Phase 1.0	\$1,149,532.54	
Total PROJECT Cost - Phase 1.1	\$1,726,074.79	
Total Construction Cost - Phase 1.2	\$1,370,167.88	
Project Management Fees (JLL) - Phase 1.2	\$60,504.40	
Mech Consultant Fees (Mat4Site) - Phase 1.2	\$16,959.58	
Enviro Consultant Fees (Safetech) - Phase 1.2	\$20,351.50	
Technical Development - Phase 1.2	\$14,792.16	
Project Contingency Allowance - Phase 1.2	\$246,224.48	
Total Project Cost		\$4,604,607.33
<b>Balance</b>		<b>(\$0.00)</b>

Project Budget Change Needed?	No
Budget Change Amount	

## Project History

<p>Phase 1 cooling centre installations consist of 37 schools. Phase 1 has been broken down into three sub-phases 1.0, 1.1, 1.2. The three sub-phases allow for the cooling centre work to be executed alongside competing work at the schools, and to ensure bidder availability. Phase 1.0 which consisted of 9 schools has been completed, with 28 schools remaining to be tendered. Phase 1.1 consists of 14 schools, and Phase 1.2 consists of 13 schools.</p>
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## Procurement Award Report with Project Update

Report To	Corporate Services, Strategic Planning And Property Committee – Monthly Procurement
Report Name	CS_Jan2020_Ren 2019 051 Michael Power/St. Joseph Catholic Secondary School New Field Washroom Contractor Award
Report #	Ren 2019 051
Division	Asset Renewal
SO/Executive	D. Friesen, (Acting) Superintendent, Capital Development and Asset Renewal
Initiator/Requestor	T. Conforti, Renewal Project Supervisor
Report Type	New procurement award

### Tender/RFP Information

RFP/Tender #	<b>P-010-20</b>	Value Incl. Net HST	\$157,109.82
Term Start Date	March 16, 2020	Term End date	May 15, 2020

### Description of Goods/Service or Change

Construction of two barrier free washrooms within existing storage room 1211 for the exclusive use of the sports field permit holders.

This project is funded by a third party in conjunction with the recently constructed artificial turf field.

**Procurement Process**

Procurement Type	Tender
Consortium/Group Purchase	No
# of Compliant Bidders/Respondents	11
Name of Recommend Vendor/Bidder	R. Galati Contracting Ltd.
Winning Bid Value Incl. Net HST	\$157,109.82
Budget Source	2576768 Ontario Inc. (Razor Management Inc.)
Budget Source approval (Report & Date)	Report regarding Michael Power/St Joseph Catholic School Artificial Turf Field Sublease Agreement. Corporate Services Strategic Planning and Property Committee May 10, 2018 Private Session
Under/Over Budget	Within approved budget

### **Formal Award Recommendations**

1. That a contract be awarded to R. Galati Contracting Ltd. for the construction of field washrooms at Michael Power St Joseph Catholic Secondary School in the amount of \$153,788.00 plus net HST of \$3,321.82 for a total of \$157,109.82.
2. That a technical development allowance be approved for the amount of \$5,000.00.
3. That a contingency allowance be approved for the amount of \$15,710.98.
4. That the funds for this project are allocated from certified cheques submitted by 2576768 Ontario Inc. (Razor Management Inc.).

## Project Funding Update

### Funding Statement

<b>Michael Power St Joseph Catholic Secondary School - (All amounts include net HST)</b>		
	<b>Cost</b>	<b>Balance</b>
Approved Project Budget A		\$ 192,174.28
Construction Costs	\$ 157,109.82	
Consulting Fees	\$ 14,353.48	
Technical Development Allowance	\$ 5,000.00	
Contingency Allowance	\$ 15,710.98	
Total Project Cost		\$ 192,174.28
<b>Balance</b>		\$ -



## Procurement Award Report

Report Name	CS_Jan2020_Temporary Services
Division	Human Resources ICT Service Division
SO/Executive	A. Della Mora, Superintendent of Human Resources S. Camacho, Chief Information Officer
Initiator/Requestor	D. Purkess, Senior Coordinator, Human Resources J. Di Fonzo, Senior Coordinator, IT Infrastructure & Operations M. Lesley, Supply Chain Analyst
Report Type	New procurement award

### Tender/RFP Information

RFP/Tender #	T-2019-110 Temporary Services	Value + Net HST	\$1,100,000. + HST
Term Start Date	January 15, 2020	Term End date	November 30, 2022

### Description of Goods/Service or Change

The Toronto Catholic District School Board and the Dufferin-Peel Catholic District School Board jointly issued a Request for Tender (“RFT”) for the purpose of acquiring skilled Temporary Staffing Services for clerical, support, technical and information technology staffing. The selected suppliers will provide in a timely manner appropriate human resources to meet the temporary staffing needs as required by the Boards.

Suppliers must meet the requirements of the Tender in order to be awarded as one of the suppliers for temporary staffing services on an as required basis to the Boards. The Boards received responses from fourteen (14) suppliers of which six (6) suppliers were not compliant with the Tender requirements and therefore eliminated. The remaining eight (8) suppliers met the requirements of the RFT.

**Procurement Process**

Procurement Type	Tender
Consortium/Group Purchase	Yes - Other
# of Compliant Bidders/Respondents	Eight (8)
Name of Recommend Vendor/Bidder	Bedard Resources Inc. Bagg Technology Resources Inc. Bevertec CST Inc. Addecco Employment Services Altis Human Resources Inc. Nexim Healthcare Consultants Inc. Marberg Limited Staffworks Limited
Winning Bid Value + Net HST	\$400,000 – IT temporary staffing \$700,000 – General temporary staffing
Budget Source	ICT Services Division – Staffing and 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**

- 1) This report recommends that the eight (8) compliant suppliers listed below be awarded a two-year contract with the option to renew for an additional one (1) year based on satisfactory performance. Suppliers will be engaged to fulfill temporary staffing on as required basis.

**Approved Suppliers**

Bedard Resources Inc.

Bagg Technology Resources Inc.

Bevertec CST Inc.

Addecco Employment Services

Altis Human Resources Inc.

Nexim Healthcare Consultants Inc.

Marberg Limited

Staffworks Limited

- 2) This report recommends a two (2) year spend of \$400,000 for IT temporary staffing services and a two (2) year spend of \$700,000 for general temporary staffing services, for a combined two (2) year cost of \$1,100,000.0 plus HST.



## Procurement Award Report

Report Name	Request for Sharepoint Professional Services
Division	ICT Services Division
SO/Executive	S. Camacho, Chief Information Officer
Initiator/Requestor	Kevin Lobo, Senior Manager - Enterprise Systems
Report Type	Modification to existing award

### Tender/RFP Information

RFP/Tender #		Value + Net HST	\$65,850.75
Term Start Date	March 1, 2020	Term End date	August 31, 2020

### Description of Goods/Service or Change

Ongoing staffing support to maintain the SharePoint environment of the TCDSB. Sharepoint is the technology platform that runs the Intranet (Employee Portal), the public website and a range of internal applications.

The support will also include internal Sharepoint applications for various needs. The platforms requiring support include various versions of Sharepoint in use on premise at the TCDSB e.g. SharePoint 2010, and on the Office 365 cloud install of the Intranet and Sharepoint online.

These include Sharepoint online, Sharepoint 2010 and other supporting technologies contained within these platforms.



**Procurement Process**

Procurement Type	Choose an item.
Consortium/Group Purchase	No
# of Compliant Bidders/Respondents	
Name of Recommend Vendor/Bidder	R.D. Tempest & Company Ltd.
Winning Bid Value + Net HST	
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 Sharepoint Professional Services to support the Sharepoint environment from March, 2020 to August, 2020 in the amount of \$65,850.75 to R.D. Tempest & Company Ltd be approved.



## Procurement Award Report

Report Name	Storage Expansion for 2019-2020
Division	ICT Services
SO/Executive	S. Camacho, Chief Information Officer
Initiator/Requestor	K. Xiong, Senior Manager, ICT Services Division
Report Type	Information on existing award

### Tender/RFP Information

RFP/Tender #	P-136-18	Value + Net HST	\$700,000.00
Term Start Date	February 13, 2019	Term End date	February 13, 2025

### Description of Goods/Service or Change

There is an existing procurement award of RFP (P-136-18) for Enterprise Storage Solution. That award and agreement with DelleMC is for an initial five (5) years of maintenance and technical support with the option to extend one additional year (6<sup>th</sup> year). The total cost of the storage expansion for the current year 2019-2020 is \$70,260.10 inclusive of hardware, maintenance and technical support costs. The estimated requirements for additional storage capacity for the term of this award until the year 2025 is estimated to be at a total cost of \$700,000.00.

**Procurement Process**

Procurement Type	RFP
Consortium/Group Purchase	No
# of Compliant Bidders/Respondents	4
Name of Recommend Vendor/Bidder	DellEMC
Winning Bid Value + Net HST	\$700,000.00
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**

This report recommends that the estimated requirements for additional storage capacity for the term of this award until the year 2025 be approved for the estimated total cost of \$700,000.00.



## Procurement Award Report

Report Name	Purchase of DELL Chromebooks through SEA
Division	Special Services
SO/Executive	L. Maselli-Jackman, SO Special Services
Initiator/Requestor	D. Reid, Special Services Principal
Report Type	New procurment award

### Tender/RFP Information

RFP/Tender #		Value + Net HST	\$196,210.00 plus NET HST
Term Start Date	Click or tap to enter a date.	Term End date	Click or tap to enter a date.

### Description of Goods/Service or Change

Rationale for purchase of 500 Dell Chromebooks in support of student claims through Special Equipment Amount funding in the amount of \$196,210.00 plus NET HST:

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

It is expected that equipment will be initiated, 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)

**Procurement Process**

Procurement Type	Multiple Award/VOR
Consortium/Group Purchase	Yes - OECM
# of Compliant Bidders/Respondents	
Name of Recommend Vendor/Bidder	DELL Canada
Winning Bid Value + Net HST	\$196,210.00
Budget Source	771 SEA
Budget Source approval (Report & Date)	
Under/Over Budget	Within approved budget

**Formal Award Recommendation**

It is recommended to Board that the acquisition of 500 DELL Chromebooks in support of individual assistive technology claims, purchased through DELL Canada with funding to come through SEA (Special Equipment Amount) be approved at a cost of \$196,210.00 plus net HST.



# Procurement Award Report

## with Project Update

Report Name	Classroom and Office Supplies RFP Award
Report #	CS_Jan2020_Classroom and Office Supplies RFP Award
Division	Materials Management
SO/Executive	P. De Cock, Comptroller of Business Services & Finance
Initiator/Requestor	H. Chung, Senior Buyer – Materials Management V. Artuso, (Acting) Manager - Materials Management J. Charles, (Acting) Coordinator, Material Management
Report Type	New procurement award

### RFP Information

RFP/Tender #	P-073-19	Value + Net HST	\$1,420,000.00
Term Start Date	December 1, 2019	Term End date	November 30, 2021

### Description of Goods/Service or Change

<ol style="list-style-type: none"> <li>1. A Co-operative Request for Proposal (RFP) with the Durham Catholic District School Board (DCDSB) and Toronto Catholic District School Board (TCDSB) was issued for the supply and delivery of Classroom and Office supplies for schools was posted on Bids &amp; Tenders in August 28, 2019 and closed on September 24, 2019. Seven (7) Bids were received from the following Bidders Above Ground Art Supplies, Spectrum Educational Supplies, M.A.S.T. Distribution Inc. / Canadian Education Warehouse, Office Central Inc, Brault&amp;Bouthill (B&amp;B), School Specialty Canada, and Corporate Express Canada, Inc., operating as Staples Advantage Canada.</li> <li>2. The RFP indicated a preference to consolidate the Board's requirements for both classroom and office consumables to a single vendor, while reserving the right to award to additional vendors by commodity groups as</li> </ol>
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the Board's interests dictated. The intent was to provide a high level of service to schools and departments, simplified ordering and a streamlined payment process for low value purchases. The Board also indicated a requirement to maintain inventory unique to the Board's requirements and for the provision of an on line/ e-commerce website for ordering and payment by Procurement Card (P-Card).

3. Bids submissions were evaluated by a team composed by the Staffs from TCDSB and DCDSB, based on the following criteria in the RFP. Samples were requested with Bidders to approve the quality of items and ensure supply of items / alternative meet the Board standard.
4. Weighted Criteria for Evaluation:  
It is the Board's intention to select the highest ranking Respondent(s). The Board use weighted criteria factor for evaluation as per below:

**Table A**

<b><u>Evaluation Factor</u></b>	<b><u>Score/Weighted Percentage</u></b>
A: Corporate Information	5
B: Ordering	20
C: Delivery	10
D: Invoicing/reports	10
E: Environmental / Implementation / Technology	10
F: Value add / Warranty	10
G: References	5
H: Prices – Appendix A – 1 to 13 Pricing Form Each of the 13 pricing forms are evaluated individually for a score out of 30. Respondent(s) are required to bid on a minimum of one (1) Pricing Form, and must include a price for <b>all</b> items in the selected Pricing Form. <div>lowest price ÷ respondent's price x weighting = respondent's pricing points</div>	30
<b>Total Points</b>	<b>100</b>

## Procurement Process

Procurement Type	RFP
Consortium/Group Purchase	Yes - Other
# of Compliant Bidders/Respondents	7
Name of Recommend Vendor/Bidder	Office Central Inc, Brault&Bouthill (B&B)
Winning Bid Value + Net HST	
Budget Source	Respective school/departmental budget
Budget Source approval (Report & Date)	
Under/Over Budget	Within approved budget

### Formal Award Recommendation

1. This report recommends that the award for the classroom and office supplies be made to the highest scoring proponents best meeting Board requirements as follows:
  - **Office Central Inc** at a total of \$1,240,000.00 for Two (2) years in for the following categories:
    - 10 Categories: Ceramics, Design Graphic, Drawing, Printmaking, Miscellaneous Art Supplies, Secondary Art Supplies, General Classroom Supplies, AV & Duplicating, Office Administration, Miscellaneous Classroom Supplies.
  - **Brault & Bouthill (B&B)** at a total of \$180,000.00 for Two (2) years in the following categories:
    - 3 Categories: Sculpture, Craft, Painting.
2. That the award for the supply and delivery of Classroom & Office supplies is made for Two (2) years period to commence December 1, 2019 until November 30, 2021, with an option to extend for an additional Three (3), One (1) year period at the Board's discretion.





## Procurement Award Report

Report Name	CS_Jan2020_Renewal of Excess Indemnity WSIB Coverage
Division	Human Resources
SO/Executive	A. Della Mora, Executive Superintendent Human Resources & Employee Relations
Initiator/Requestor	M. Harrison, Sr. Coordinator, Sick Leave & Disability Department
Report Type	Information on existing award

### Tender/RFP Information

RFP/Tender #		Value + Net HST	\$239,519.16
Term Start Date	January 1, 2020	Term End date	January 1, 2021

### Description of Goods/Service or Change

Purchase excess indemnity coverage insurance in order to limit the TCDSB's liability against any large WSIB claims (linked to catastrophic situations).

To ensure the Board is protected from unforeseen liability, it is recommended that it renew its excess indemnity policy at a yearly premium of \$239, 519.16. This will ensure continuous coverage is in place.

## Procurement Process

Procurement Type	Single/Sole Source
Consortium/Group Purchase	No
# of Compliant Bidders/Respondents	
Name of Recommend Vendor/Bidder	Jardine Lloyd Thompson Canada Inc.
Winning Bid Value + Net HST	\$239,519.16
Budget Source	GSN Funding – expenditure budget line for benefits.
Budget Source approval (Report & Date)	
Under/Over Budget	Within approved budget

## Formal Award Recommendation

That the Board approve the payment of an annual premium in the amount of \$239,519.16 to renew and maintain its excess indemnity WSIB coverage for the period January 1, 2020 through to January 1, 2021.