

Appendix A

No.	Report Name	Vendor Name(s)	Type	Description	Amount
1	Services of an Integrity Commissioner RFP Award	Principles Integrity	New Procurement Award	The services of an Integrity Commissioner.	\$190,500
2	Qualtrics Procurement Award	SAP/Qualtrics	Modification to existing award	COVID-19 screening application specifically for schools	\$80,600
3	OECM CSA for CDW to Purchase Zoom Licenses	CDW Canada (Via OECM)	New Procurement Award	Client Services Agreement (CSA) with CDW Canada allows the TCDSB to purchase Zoom license	\$300,000
4	Renewal of Microsoft Unified Support Agreement	Microsoft Canada	Modification to existing award	TCDSB is provided professional services and direct access to enterprise Microsoft technical support resources on a 7x24 basis	\$175,000
5	Ren 2019 221 Neil McNeil High School Site Improvements Contractor Award	Mopal Construction Limited	New Procurement Award	Reinstate running track and field at Neil McNeil High School	\$579,860
6	Ren 2020 001 St. Cecilia Catholic School Window Tint Installation Budget Approval and Contractor Award	Select Window Coatings and Graphics	New Procurement Award New Budget	Installation of thermal window film on all windows at St. Cecilia Catholic School to mitigate heat gain in the school New individual project budget required within approved Renewal Plan.	\$63,518 \$73,518

Appendix A

No.	Report Name	Vendor Name(s)	Type	Description	Amount
7	Ren 2020 002 Immaculate Conception Catholic School Upgrades and Retrocommissioning of HVAC System - Contractor Award	Active Mechanical	New Procurement Award <hr/> Budget Increase	Energy conservation measures including Upgrades and Retrocommissioning of HVAC System at Immaculate Conception <hr/> Budget Increase and Scope Increase	\$330,021 <hr/> \$377,899
8	Ren 2020 003 St. Jane Frances Catholic School Upgrades and Retrocommissioning of HVAC System Contractor Award	Active Mechanical	New Procurement Award <hr/> Budget Increase	Energy conservation measures including upgrades and Retrocommissioning of HVAC System at St. Jane Frances Catholic School <hr/> Budget Increase and Scope Increase	\$354,043 <hr/> \$379,421
9	Cap 2019 023 St. Barnabas Catholic School Child Care Addition Contractor Award	Edgefield Construction Inc.	New Procurement Award <hr/> Budget Increase	City-funded Child Care addition with abatement of hazardous materials and the installation of a 'Cooling Centre'. <hr/> Budget increase due to expanded scope.	\$2,820,661 <hr/> \$774,633



Procurement Award Report

Report Name	Services of an Integrity Commissioner RFP Award
Division	Trustees' Services
SO/Executive	P. De Cock, Comptroller for Business Services & Finance
Initiator/Requestor	J. Charles, Coordinator, Material Management P. Matthews, Legal Council Trustee M. De Domenico, Ward 02 Trustee I. Li Preti, Ward 03 Trustee N. Di Pasquale, Ward 9 Trustee N. Crawford, Ward 12 Trustee A. Kennedy, Ward 11
Report Type	New procurement award

Tender/RFP Information

RFP/Tender #	P-057-20	Value + Net HST	\$63,500 plus NET HST
Term Start Date	September 21, 2020	Term End date	September 21, 2022

Description of Goods/Service or Change

1. A Request for Proposal (RFP) was issued for the services of an Integrity Commissioner was posted on Bids & Tenders on July 10, 2020 and closed on July 30, 2020. Four (4) compliant bids were received from the following bidders ADR Chambers Inc., Guide Mediation Crop, KSAR & Associates Inc. and Principles Integrity.
2. The Integrity Commissioner is an independent and impartial position that reports directly to the Board of Trustees. This role is critical to the maintenance and preservation of public confidence in Board Trustees.
3. Bids submissions were evaluated by Evaluation Committee composed by five (5) Trustees, based on the following criteria in the RFP.
4. Weighted Criteria for Evaluation:

It is the Board's intention to select the highest ranked Proponent. The Board used weighted criteria factor for evaluation as per below:

<u>Evaluation Factor</u>	<u>Weighted Percentage</u>
A Qualification and Experience of Proponent's team	15
B Understanding of the project Scope of Work	15
C Suitability of proposed services/processes and timelines/schedule	15
D References	5
E Proposal Price	40
F Public Relations	10
Total Points	100

Procurement Process

Procurement Type	RFP
Consortium/Group Purchase	No
# of Compliant Bidders/Respondents	4
Name of Recommend Vendor/Bidder	Principles Integrity
Winning Bid Value + Net HST	\$ 63,500 annually, \$ 190,500 For 3 Years
Budget Source	
Budget Source approval (Report & Date)	
Under/Over Budget	Within approved budget

Formal Award Recommendation

This report recommends that the award for the Services of an Integrity Commissioner to be made to the highest scoring Proponent best meeting Board requirements which is **Principles Integrity** be approved for an annual cost of \$63,500, for an initial One (1) year term to commence **September 21, 2020 until September 21, 2021**, with an option to extend for an additional Two (2), One (1) year period at the Board of Trustee's discretion.



Procurement Award Report

Report Name	Qualtrics Procurement Award
Division	ICT Services
SO/Executive	S. Camacho, Chief Information Officer
Initiator/Requestor	S. Camacho, Chief Information Officer
Report Type	Modification to existing award

Tender/RFP Information

RFP/Tender #	Joint with TDSB	Value + Net HST	\$80,600
Term Start Date	September 11, 2020	Term End date	September 10, 2021

Description of Goods/Service or Change

Qualtrics/SAP is vendor that has built a COVID-19 screening application specifically for schools. It allows school districts to send a daily screening survey to parents, students, and staff so they may input their symptoms securely online, on computer or phone, and receive instance guidance on if they should come to school or stay home. Result are also shared with the school to ensure symptomatic persons are not within the building and also with board leadership to track systems wide trends.

TCDSB already has an existing agreement with SAP through a joint RFP with TDSB. This award will extend that contact to include Qualtrics software.

Procurement Process

Procurement Type	Single/Sole Source
Consortium/Group Purchase	Yes - Joint TCDSB?TDSB
# of Compliant Bidders/Respondents	
Name of Recommend Vendor/Bidder	SAP/Qualtrics
Winning Bid Value + Net HST	\$80,600 per year
Budget Source	2020-21 Operating Budget
Budget Source approval (Report & Date)	2020-21 Operating Budget Approved July 2020
Under/Over Budget	Within approved budget

Formal Award Recommendation

That the board extend TCDSB existing SAP contract to include Qualtrics software at cost of \$80,600 per year.



Procurement Award Report

Report Name	OECM CSA for CDW to Purchase Zoom Licenses
Division	ICT Services
SO/Executive	S. Camacho, Chief Information Officer
Initiator/Requestor	S. Camacho, Chief Information Officer
Report Type	New procurement award

Tender/RFP Information

RFP/Tender #	OECM #2018-318-02	Value + Net HST	\$300,000
Term Start Date	September 11, 2020	Term End date	May 27, 2022

Description of Goods/Service or Change

The signing and Client Services Agreement (CSA) with CDW Canada allows the TCDSB to purchase Zoom license through a Ontario government approved central procurement method. The TCDSB intends to use this agreement primarily for Zoom licenses, but may use it for other software offered by CDW. TCDSB will be purchasing Zoom license for 2020-21 for all central staff, school administrators, and teaching staff including teachers, CYWs, and ECEs. This will allow staff to use Zoom for educational purposes such as synchronous learning.

Note: A separate agreement was reached with Zoom directly to cover issues of personal privacy and protection of student and staff data in alignment with Ontario privacy laws and best practices.

Procurement Process

Procurement Type	RFP
Consortium/Group Purchase	Yes - OECM
# of Compliant Bidders/Respondents	
Name of Recommend Vendor/Bidder	CDW Canada
Winning Bid Value + Net HST	\$300,000
Budget Source	2021-21 Operating Budget
Budget Source approval (Report & Date)	2021-21 Operating Budget approved July 2020
Under/Over Budget	Within approved budget

Formal Award Recommendation

That the TCDSB enter into a Client Services Agreement with CDW Canada for the purchase of Zoom software and other software titles as needed.



Procurement Award Report

Report Name	Renewal of Microsoft Unified Support Agreement
Division	ICT Services
SO/Executive	S. Camacho, Chief Information Officer
Initiator/Requestor	J. Di Fonzo, Senior Coordinator, IT Infrastructure and Operations
Report Type	Modification to existing award

Tender/RFP Information

RFP/Tender #		Value + Net HST	\$175,000
Term Start Date	October 1, 2020	Term End date	September 30, 2021

Description of Goods/Service or Change

The TCDSB has a large ICT environment that provides core business and academic applications (e.g., SAP, Trillium, SOAR, BusPlanner, Permits, etc.) which run on Microsoft software technologies.

The TCDSB's core ICT infrastructure is based on Microsoft computing and security technologies. These include server and desktop operating systems, databases, Office suite of user productivity tools (Office 365), system administration tools, etc.

Through the Microsoft Unified Support agreement, TCDSB is provided professional services and direct access to enterprise Microsoft technical support resources on a 7x24 basis. In order for ICT Services staff to proactively maintain the TCDSB's enterprise systems at maximum performance and uptime and to troubleshoot, any service interruptions or outages rely on this direct expert service.

Procurement Process

Procurement Type	Single/Sole Source
Consortium/Group Purchase	No
# of Compliant Bidders/Respondents	
Name of Recommend Vendor/Bidder	Microsoft Canada
Winning Bid Value + Net HST	\$175,000
Budget Source	ICT Services Division - Operating Budget
Budget Source approval (Report & Date)	2020-21 Budget Estimates – Overall and Instructional 2020-21 Budget Estimates – Non-Instructional July 23, 2020
Under/Over Budget	Within approved budget

Formal Award Recommendation

This report recommends renewal of the annual Microsoft Unified Support agreement at the annual cost of \$175,000 including net taxes.



Procurement Award Report

with Project Update

Report To	Monthly Procurement
Report Name	Ren 2019 221 Neil McNeil High School Site Improvements Contractor Award
Report #	Ren 2019 221
Division	Capital Development, Asset Management and Renewal
SO/Executive	D. Friesen, Superintendent, Capital Development, Asset Management and Renewal
Initiator/Requestor	P. Nynkowski, Project Supervisor
Report Type	New procurement award

Tender/RFP Information

RFP/Tender #	T-067-20	Value Incl. Net HST	\$579,860.00
Term Start Date	September 21, 2020	Term End date	November 13, 2020

Description of Goods/Service or Change

Reinstate running track and field at Neil McNeil High School, including new irrigation system, regrading, additional parking spaces at former Laval House site, new paved driveway and new fence with service gate.

Procurement Process

Procurement Type	Tender
Consortium/Group Purchase	No
# of Compliant Bidders/Respondents	4
Name of Recommended Vendor/Bidder	Mopal Construction Limited
Winning Bid Value Incl. Net HST	\$579,860.00
Budget Source	School Renewal Allocation
Budget Source approval (Report & Date)	Ren 2017 146 Neil McNeil Redevelopment, Reinstate Track and Field and Additional Parking Spaces Consultant Award
Under/Over Budget	Within approved budget

Formal Award Recommendation

1. That a contract be awarded to Mopal Construction Limited to reinstate the track and field, irrigation system and additional parking spaces in the amount of \$567,600.00, plus net HST of \$12,260.00, for total of \$579,860.00.
2. That a Technical Development allowance of \$44,710.00 and a contingency allowance of \$45,000.00 be included in the project budget.
3. That funds be made available from the School Renewal Allocation.

Project Funding Update

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

Funding Statement

Neil McNeil - (All amounts include net HST)		
	Cost	Balance
Approved Project Budget A		\$900,000.00
Consulting Fees	\$49,005.00	
Technical Development Allowance	\$44,710.00	
Contingency Allowance	\$45,000.00	
Laval House Demolition Cost	\$163,252.00	
Site Services Emergency Repairs	\$8,173.00	
GFL CO #1 (fee for temporary fence)	\$10,000.00	
New Track & Field, Irrigation System	\$579,860.00	
Total Project Cost	\$900,000.00	\$900,000.00
Balance		\$0.00

Project Budget Change Needed?	No
Budget Change Amount	NA



Procurement Award Report

with Project Update

Report To	Monthly Procurement
Report Name	Ren 2020 001 St. Cecilia Catholic School Window Tint Installation Budget Approval and Contractor Award
Report #	Ren 2020 001
Division	Capital Development, Asset Management and Renewal
SO/Executive	D. Friesen, Superintendent, Capital Development, Asset Management and Renewal
Initiator/Requestor	J. Directo, Project Supervisor
Report Type	New procurement award

Tender/RFP Information

RFP/Tender #	NA	Value Incl. Net HST	\$63,517.98
Term Start Date	September 10, 2020	Term End date	October 30, 2020

Description of Goods/Service or Change

Installation of thermal window film on all windows at St. Cecilia Catholic School to mitigate heat gain in the school.

The work at St. Cecilia is an extension of the window film pilot program noted in the Board's cooling strategy. The results will be evaluated with the intent to go forward with a system-wide program to apply window film in schools with no mechanical ventilation and excessive heat gain through windows.

The Board standard for new windows (for new school and window replacement) has been updated to include integral solar reducing film between the panes of glass.

Procurement Process

Procurement Type	RFQ
Consortium/Group Purchase	No
# of Compliant Bidders/Respondents	1
Name of Recommended Vendor/Bidder	Select Window Coatings and Graphics
Winning Bid Value Incl. Net HST	\$63,517.98
Budget Source	2019 Unplanned Renewal Contingency Fund
Budget Source approval (Report & Date)	N/A
Under/Over Budget	Budget Increase required

Formal Award Recommendation

1. That a contract be awarded to Select Window Coatings and Graphics, to supply and install thermal window film on all windows at St Cecilia Catholic School in the amount of \$62,175.00, plus net HST of \$1,342.98, for a total cost of \$63,517.98.
2. That a contingency allowance in the amount of \$10,000.00 be included in the project budget.

Project Funding Update

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

Funding Statement

St Cecilia - (All amounts include net HST)		
	Cost	Balance
Approved Project Budget		\$0.00
Construction Cost	\$63,517.98	
Contingency Allowance	\$10,000.00	
Total Project Cost		\$73,517.98
Balance		(\$73,517.98)

Project Budget Change Needed?	Yes
Budget Change Amount	\$73,517.98

Formal Budget Change Recommendation

<ol style="list-style-type: none">1. That a budget of \$73,517.98 be approved for the installation of thermal window film at St Cecilia Catholic School.2. That funding be made available from the 2019 Unplanned Renewal Contingency Fund.
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Procurement Award Report with Project Update

Report To	Monthly Procurement
Report Name	Ren 2020 002 Immaculate Conception Catholic School Upgrades and Retrocommissioning of HVAC System - Contractor Award
Report #	Ren 2020 002
Division	Capital Development, Asset Management and Renewal
SO/Executive	D. Friesen, Superintendent, Capital Development, Asset Management and Renewal
Initiator/Requestor	H. Akhlaq, Project Supervisor
Report Type	New procurement award

Tender/RFP Information

RFP/Tender #	T-084-20	Value Incl. Net HST	\$ 330,020.72
Term Start Date	September 10, 2020	Term End date	December 31, 2020

Description of Goods/Service or Change

Energy conservation measures involving installation of Variable Frequency Drives (VFD), upgrades and refurbishment of Variable Air Volume (VAV) terminals, air and water balancing, and retro-commissioning of the HVAC system at Immaculate Conception.

The original scope of work consisted of installation of VFD's only, however a detailed engineering study has revealed further HVAC deficiencies that require attention in order to achieve the targeted energy savings. As a result, a project budget increase is required.

Procurement Process

Procurement Type	RFP
Consortium/Group Purchase	No
# of Compliant Bidders/Respondents	7
Name of Recommended Vendor/Bidder	Active Mechanical
Winning Bid Value Incl. Net HST	\$330,020.72
Budget Source	School Renewal Allocation
Budget Source approval (Report & Date)	Ren 2019 002 (Oct 10, 2019)
Under/Over Budget	Budget Increase required

Formal Award Recommendation

1. That a contract be awarded to Active Mechanical to employ energy conservation measures (retro-commissioning) involving installation of VFDs, refurbishment of VAVs, air and water balancing, and commissioning of the HVAC system at Immaculate Conception Catholic School in the amount of \$323,043.00, plus net HST of \$6,977.72, for a total cost of \$330,020.72
2. That a Technical Development Allowance of \$10,000.00 and a Contingency Allowance of \$90,000.00 be included in the project budget.
3. That the funding for this project be made available from the School Renewal Allocation for 2019-2020.

Project Funding Update

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

Funding Statement

Immaculate Conception - (All amounts include net HST)		
	Cost	Balance
Approved Project Budget		\$70,000.00
Construction Cost	\$330,020.72	
Consulting Fees (Fixed)	\$17,878.00	
Technical Development Allowance	\$10,000.00	
Contingency Allowance	\$90,000.00	
Total Project Cost		\$447,898.72
	Balance	(\$377,898.72)

Project Budget Change Needed?	Yes
Budget Change Amount	\$377,898.72

Formal Budget Change Recommendation

That the project budget of \$70,000.00 approved in the Renewal Plan be increased to \$447,898.72 to cover a project short fall of \$377,898.72 to complete the energy conservation project at Immaculate Conception Catholic School.



Procurement Award Report with Project Update

Report To	Monthly Procurement
Report Name	Ren 2020 003 St. Jane Frances Catholic School Upgrades and Retrocommissioning of HVAC System Contractor Award
Report #	Ren 2020 003
Division	Capital Development, Asset Management and Renewal
SO/Executive	D. Friesen, Superintendent, Capital Development, Asset Management and Renewal
Initiator/Requestor	H. Akhlaq, Project Supervisor
Report Type	New procurement award

Tender/RFP Information

RFP/Tender #	T-085-20	Value Incl. Net HST	\$354,042.63
Term Start Date	September 10, 2020	Term End date	December 31, 2020

Description of Goods/Service or Change

Energy conservation measures involving installation of Variable Frequency Drives (VFD), upgrades and refurbishment of Variable Air Volume (VAV) terminals, air and water balancing, and retro-commissioning of the HVAC system at St. Jane Frances Catholic School.

The original scope of work consisted of installation of VFD's only, however a detailed engineering study has revealed further HVAC deficiencies that require attention in order to achieve the targeted energy savings. As a result, a project budget increase is required.

Procurement Process

Procurement Type	RFP
Consortium/Group Purchase	No
# of Compliant Bidders/Respondents	7
Name of Recommended Vendor/Bidder	Active Mechanical
Winning Bid Value Incl. Net HST	\$354,042.63
Budget Source	School Renewal Program
Budget Source approval (Report & Date)	Ren 2019 002 (Oct 10, 2019)
Under/Over Budget	Budget Increase required

Formal Award Recommendation

4. That a contract be awarded to Active Mechanical to employ energy conservation measures (retro-commissioning) involving installation of VFDs, refurbishment of VAVs, air and water balancing, and commissioning of the HVAC system at St. Jane Frances Catholic School in the amount of \$346,557.00, plus net HST of \$7,485.63, for a total cost of \$354,042.63
5. That a Technical Development Allowance of \$10,000.00 and a Contingency Allowance of \$90,000.00 be included in the project budget.
6. That the funding for this project be made available from the School Renewal Allocation for 2019-2020.

Project Funding Update

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

Funding Statement

St. Jane Frances CS - (All amounts include net HST)		
	Cost	Balance
Approved Project Budget		\$92,500.00
Construction Cost	\$354,042.63	
Consulting Fees (Fixed)	\$17,878.00	
Technical Development Allowance	\$10,000.00	
Contingency Allowance	\$90,000.00	
Total Project Cost		\$471,920.63
	Balance	(\$379,420.63)

Project Budget Change Needed?	Yes
Budget Change Amount	\$379,420.63

Formal Budget Change Recommendation

That the project budget of \$92,500.00 approved in the Renewal Plan be increased to \$471,920.63, to cover a project short fall of \$379,420.63, to complete the energy conservation project at St. Jane Frances Catholic School.



Procurement Award Report with Project Update

Report To	Corporate Services - Monthly Procurement
Report Name	Cap 2019 023 St. Barnabas Catholic School Child Care Addition Contractor Award
Division	Capital Development, Asset Management and Renewal
SO/Executive	D. Friesen, Superintendent, Capital Development, Asset Management and Renewal
Initiator/Requestor	L. Kahssay, Project Supervisor
Report Type	New procurment award

Tender/RFP Information

RFP/Tender #	T-057-20	Value Incl. Net HST	\$2,820,661.10
Term Start Date	September 30, 2020	Term End date	December 31, 2021

Description of Goods/Service or Change

Construction of a City of Toronto-funded 3-room Child Care addition with a Renewal scope of work for the abatement of hazardous materials and the installation of a 'Cooling Centre' in the existing school.

Procurement Process

Procurement Type	Tender
Consortium/Group Purchase	No
# of Compliant Bidders/Respondents	10
Name of Recommended Vendor/Bidder	Edgefield Construction Inc.
Winning Bid Value Incl. Net HST	\$2,820,661.10
Budget Sources	City of Toronto; and School Renewal Grant
Budget Source approval (Report & Date)	Cap 2016 043 Child Care Additions at Six Schools – 24 August 2017
Under/Over Budget	Budget Increase required

Formal Award Recommendation

That a contract for the construction of a 3-room Child Care addition and the installation of a Cooling Centre as well as abatement of hazardous materials in the construction area at St. Barnabas Catholic School be awarded to Edgefield Construction Inc. in the amount of \$2,761,023.00, plus net HST of \$59,638.10, for a total of \$2,820,661.10, subject to approval of additional funding by the City of Toronto.

Project Funding Update

Funding Statement (all amounts inclusive of net HST)

St. Barnabas CS Child Care Budget	FundingSource		Total
	City of Toronto	School Renewal	Estimated
A. Total Consulting Cost	\$269,119	\$16,106	\$285,225
B. Total Soft Cost	\$162,570	\$3,960	\$166,530
C. Construction Cost Breakdown			
Childcare Addition (City of Toronto)	\$2,675,404		\$2,675,404
General Hazmat Abatement		\$15,222	\$15,222
Cooling Centre Install and Abatement		\$58,523	\$58,523
Total Construction Cost	\$2,675,404	\$73,745	\$2,749,149
D. Proposed Contingency Allowance	\$267,540	\$10,189	\$277,729
TOTAL PROJECT COST	\$3,374,633	\$104,000	\$3,478,633
FUNDING	\$2,600,000	\$99,000	\$2,699,000
Deficit	-\$774,633	-5,000	-779,633

Project Budget Change Needed?	Yes
Budget Change Amount (City of Toronto)	\$774,633
Budget Change Amount (Renewal)	\$5,000

Formal Budget Change Recommendation

- That a revised project budget of \$3,478,633 be approved, subject to approval of additional funding by the City of Toronto, for the St. Barnabas Child Care addition, including associated hazardous materials abatement and installation of a cooling centre, as follows:
 - Child Care Addition: Increase to the City-funded budget in the amount of \$774,633 for a total Child Care budget amount of \$3,374,633 subject to approval by City Council.
 - Renewal Works: Increase to the Renewal-funded budget in the amount of \$5,000 for a total Renewal budget amount of \$104,000. This amount is the construction cost for all abatement and for the installation of a cooling centre.
- That Renewal funds be made available from the School Condition Improvement grant.