



## THE CORPORATION OF THE TOWN OF AMHERSTBURG

### OFFICE OF CORPORATE SERVICES

**MISSION STATEMENT:** *Committed to delivering cost-effective and efficient services for the residents of the Town of Amherstburg with a view to improve and enhance their quality of life.*

<b>Author's Name:</b> Jordan Long	<b>Report Date:</b> June 28, 2022
<b>Author's Phone:</b> 519 736-0012 ext. 2248	<b>Date to Council:</b> July 11, 2022
<b>Author's E-mail:</b> jlong@amherstburg.ca	<b>Resolution #:</b>

**To:** Mayor and Members of Town Council

**Subject:** IT Data Centre – Award of Tender

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#### 1. **RECOMMENDATION:**

It is recommended that:

1. The IT Data Centre Tender **BE AWARDED** to Attache Group Inc. in an amount of \$149,205 plus HST; and,
2. The Treasurer **BE AUTHORIZED** to execute a Purchase Order to Attache Group Inc. for \$149,205 plus HST, and
3. Council **APPROVE** the over-expenditure amount of \$1,831 be funded from the IT Reserve.

#### 2. **BACKGROUND:**

N/A

#### 3. **DISCUSSION:**

The Town's Information Technology Data Centre is critical to the on-going operations of the Town and funding for this project was approved during the 2022 Capital Budget deliberations. Administration issued a Request for Proposal (RFP) for the project and received three proposals. The proposals were evaluated based on criteria and requirements outlined in the RFP. The table below outlines how each vendor scored on their ability to deliver on the requirements, with Attached Group Inc scoring the highest at 93 out of a possible 100 points.

PROPONENT	SCORE OUT OF POSSIBLE 100
<b>Attache Group Inc</b>	<b>93</b>
Techify	70
FoxNet	55

#### 4. **RISK ANALYSIS:**

The risk would be that our current hardware is no longer covered by a support agreement and parts are now end of life making replacement parts much harder to come by.

#### 5. **FINANCIAL MATTERS:**

There is \$150,000 in the Council Approved 2022 Capital Budget earmarked for this project. The total cost, including non-refundable HST is \$151,831 which represents a budget shortfall of \$1,831.

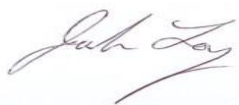
Administration is recommending the \$1,831 over-expenditure be funded from the IT Reserve.

#### 6. **CONSULTATIONS:**

The Financial Planning Administrator provided information on the bid review regarding compliance.

#### 7. **CONCLUSION:**

Administration recommends IT Data Centre project be awarded to Attache Group Inc. as outlined in this report.




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Jordan Long  
**Manager of Information Technology**

JL

## Report Approval Details

Document Title:	IT Data Centre - Tender Award.docx
Attachments:	
Final Approval Date:	Jul 5, 2022

This report and all of its attachments were approved and signed as outlined below:



Tracy Prince - CFO



Melissa Osborne – Acting CAO

**Task assigned to Valerie Critchley was completed by assistant Tammy Fowkes**



Tammy Fowkes – Acting Clerk