



## Appendix I

### Staff Report for the City Manager

Date of Meeting: August 14, 2019

Report Number: SRCFS.19.039

Department: Corporate and Financial Services  
Division: Information Technology

Subject: SRCFS.19.039 - Upgrading Existing Internet Connection

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#### Purpose:

The Information Technology Division is seeking approval for a non-competitive acquisition greater than \$100,000, in accordance with the Procurement By-law No.113-16 to upgrade the existing internet connections in use at the Municipal Offices and the Operations Centre.

#### Recommendation(s):

- a) That the contract for the provision of Upgrading Existing Internet Connections be awarded non-competitively to Bell Canada for a three (3) year term, for a total cost not exceeding \$250,000 (exclusive of taxes) pursuant to Article 7.1 Section (b)(1) and Appendix "B" Part I – Sole Source Acquisitions, Section (c) of the Procurement By-law No. 113-16 to ensure compatibility with existing deployed technologies;
- b) That the Commissioner of Corporate and Financial Services be authorized to execute any necessary documentation to effect the contract.

#### Contact Person:

Davis Kwan, Manager Technology Infrastructure x5731

Anthony Iannucci, Chief Information Officer x5510

#### Submitted by:

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Mary-Anne Dempster  
Commissioner of Corporate and Financial Services

**Approved by:**



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Neil Garbe  
City Manager

## **Background:**

The City's Internet connection is a vital component of the IT Infrastructure layer used by staff to consume digital services outside the City's physical buildings to support business operations and enables the delivery of City services digitally to residents and visitors. As new enterprise applications are deployed and new digital services are introduced as part of the IT Strategic Plan, the City's Internet bandwidth capacity needs to be upgraded accordingly to support these initiatives.

The City is currently under contract with Bell Canada for Internet Service. The current contract was executed in October 2015 for a five (5) year term and the City has exceeded the bandwidth capacity provided by the existing contract. An upgrade to the City's internet connection is required to maintain service levels. Upgrading the internet connection with our current provider Bell Canada allows the City to adjust our bandwidth capacity requirements responsibly by leveraging existing investments in infrastructure, technology and configuration as well as minimizes unnecessary service disruptions and outages. The new three (3) year contract will replace the existing contract, without incurring any penalties.

## **Financial/Staffing/Other Implications:**

The total value of the three (3) year contract is \$250,000 (exclusive of taxes) for the upgrade of the existing internet connections for the Municipal Office building and Operations Centre with our current service provider Bell Canada for a three (3) year term. The new contract will replace the existing contract when executed without incurring additional penalties. The funding is approved in the City's 2019 IT Data Communications operating budget and is included in the three (3) and five (5) year operating forecast.

## **Relationship to the Strategic Plan:**

This recommendation supports the IT Strategic Plan by ensuring the foundational IT infrastructure layer is adequately sized, robust and reliable allowing the IT Division to enable the delivery of IT services to the City and its residents. Wise management of resources is achieved by avoiding unnecessary service interruption and eliminating additional costs associated with construction, reconfiguration and migration required to switch providers.

## **Conclusion:**

The Information Technology Division recommends awarding the contract to Upgrade the Existing Internet Connection to Bell Canada.

## **Attachments:**

- N/A

