



The Corporation of the Town of LaSalle

To: Mayor and Members of Council

Prepared by: Dale Langlois

Department: Finance

Date of Report: March 14, 2023

Report Number: FIN-09-2023

Subject: Purchase of SAN & Server Infrastructure – Implementation and Support

Recommendation

That the report of the Director of Finance dated March 14, 2023 (FIN-09-2023) regarding the Purchase of SAN & Server Infrastructure – Implementation and Support be received;

And that Council awards the contract to Zycom Technology Inc. for a total cost of \$328,848.98 plus HST;

And that this amount be funded from the 2023 IT Capital Budget and the Technology Reserve.

Report

The Town of LaSalle's current primary and disaster recovery servers have reached the end of their useful lives and require replacement. This new project will meet current service levels and provide enhancements as it will configure and provide implementation services of a new SAN (Storage Area Network) solution for the Town's primary and disaster recovery data centres and will meet future needs as the Town continues to grow and roll out various new software.

Per the Town's procurement policy, this purchase will require Council's approval prior to execution of a contract with the successful proponent.

In November 2022, a Request for Proposal (RFP) was issued by the Town for this project. An RFP method of procurement was used as the Town wanted to ensure that the successful vendor has the appropriate skills, knowledge, expertise and experience for this project. Evaluation was based on the following criteria:

| Criteria | Maximum Points |
|-----------------------------------|-----------------------|
| Corporate Profile & Key Personnel | 10 |
| Project Portfolio & References | 10 |
| Technical Evaluation | 40 |
| Work Plan and Project Timelines | 15 |

| Criteria | Maximum Points |
|--------------------------------|----------------|
| Training, Support and Warranty | 10 |
| Bid Price | 15 |
| Total | 100 |

Of the four RFP submissions, Zycom Technology Inc. scored the highest number of points. Therefore, it is recommended that the contract be awarded to Zycom Technologies Inc. at a cost of \$328,848.98 plus HST.

Consultations

Procurement Officer and Manager of IT

Financial Implications

This project is included in the 2023 Capital budget as part of the annual IT capital allocation of \$193,900. The cost beyond this allocation will be funded from the Technology reserve.

Prepared By:



Director of Finance/Treasurer

Dale Langlois, CPA, CA

Link to Strategic Goals

1. Enhancing organizational excellence - No
2. Strengthen the community's engagement with the Town - No
3. Grow and diversify the local economy - No
4. Build on our high-quality of life - No
5. Sustaining strong public services and infrastructure - Yes

Communications

Bids & tenders

Notifications

Not application.

Report Approval Details

| | |
|----------------------|--|
| Document Title: | FIN-09-2023 Purchase of SAN and Server Infrastructure.docx |
| Attachments: | |
| Final Approval Date: | Mar 15, 2023 |

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



Chief Administrative Officer

Joe Milicia