

**COUNCIL AUTHORITY FOR CONTRACT AWARDS
PROPOSAL AWARD**

Project Award	Proposal Award No. 24 – 557 for a Computer Incident Response Plan
Recommendation	<p>Staff is recommending the base bid award for a Computer Incident Response Plan to Magnari Inc. in the amount of \$49,840 (exclusive of HST).</p> <p>Staff are also requesting the award of the provisional item of annual incident response services in the amount of \$60,000 (exclusive of HST).</p>
Purpose of Report	As per Section 10.1 of Purchasing By-law No. 061-2018, Council approval is required for proposal awards over \$100,000.
Background information	<p>The Town of Milton, similar to many Government and non-Government organizations across the globe, is being faced with an endless stream of malicious campaigns attempting to infiltrate Town systems and access sensitive data.</p> <p>As part of the Town of Milton's comprehensive cybersecurity program, an update is required to the organization's Computer Incident Response Plan (CIRP). The CIRP acts as the organization's structured response in reacting to and recovering from incidents (<i>including both security and non-security related</i>) which impact (<i>or threaten to impact</i>) the data, systems and technologies used to support day-to-day Town business. By performing an update to the Town's CIRP and accompanying reference appendices, the Town is continuing to put proactive measures in place to prepare for and protect the organization from future incidents.</p> <p>Request for proposal (RFP) 24-557 includes services to update the Town's CIRP, accompanying appendix documents as well as perform a tabletop exercise to validate the completeness and relevance of the developed material to current and ongoing Town operations. In addition to the one-time consulting engagement for development of the aforementioned deliverables, it is the Town's desire to award the successful proponent a 1-year contract for the provision of annual incident response services as outlined in the RFP, subject to successful contract negotiations. Following the completion of the 1-year contract, the Town will assess the alternatives available, potentially including the issuance of a subsequent RFP or alternatively a request to Council to extend the contract with the incumbent provider.</p>
Purchasing Section: Bid Award Information	
Date bid issued	November 13, 2024
Advertisements	Town of Milton website and Bids&Tenders Website
Closing Date	December 11, 2024

# of Plan takers	Fourteen (14)	
Proposal Submissions received	<p>Proposals were received from the following companies:</p> <ul style="list-style-type: none"> • Control Gap Inc. • ESI Information Technologies Inc. • Hitachi Systems Security Inc. • iON United Inc. • KPMG LLP • Magnari Inc. • MNP Digital Inc. • Network Test Labs Inc. • Pathway Communications • Perry Group Consulting Ltd. • Valencia IIP Advisors Ltd. 	
Evaluation Criteria	<p>The proposals were evaluated based on the following criteria:</p> <ul style="list-style-type: none"> • Company Profile / Experience (10 points) • Project Team / Skillset / References (10 points) • Project Methods, Onboarding Process, Work Program, Tasks, Deliverables and Timelines (50 points) • Value Add (5 points) • Proposal Costs (25 points) <p>An evaluation team with representation from Corporate Services evaluated the proposals against the established criteria and the following three (3) proponents were invited to an interview on January 8, 2025.</p> <ul style="list-style-type: none"> • Hitachi Systems Security Inc. • iON United Inc. • Magnari Inc. <p>Magnari Inc. is the highest ranking overall proponent and is being recommended for this award.</p>	
Financial Planning Section: Budget Impact (Note 1)		
Account Number(s)	C24200321-A0260-7290	C24200424-A0260-7290
Account Description	Enterprise Licencing and Compliance	Tech Infrastructure – Network Security
Project Total Budget	\$277,866	\$167,700
Contract Budget	\$50,880	\$61,056
Actual (Net of HST Rebate)	\$50,717	\$61,056
Variance	\$163 (F) (Note 2)	\$0
Funding Source	Project Variance Account	Project Variance Account

Note 1: Financial impact includes any non-refundable portion of HST

Note 2: The favourable variance will be retained in the project at this time, and be transferred instead at the time of project closure.