

**COUNCIL AUTHORITY FOR CONTRACT AWARDS
CONTRACT INCREASE**

Project Award	Contract Increase for Dell Data Domain Backup Storage Equipment
Recommendation	Staff are recommending approval to proceed with a contract increase for additional Dell data domain backup storage equipment to Dell Canada in the total amount of \$56,089 (exclusive of HST).
Purpose of Report	As per Section 10.1 of Purchasing By-law No. 061-2018, Council approval is required.
Background information	<p>The current contract awarded to Dell Canada for the Supply, Delivery and Installation of Dell Data Domain Backup Storage Upgrades is presently \$107,435 (exclusive of HST). This award was made via competitive process in March 2022 and awarded through PDA-017-22. No change orders have been issued to-date.</p> <p>The Town of Milton relies on specialized hardware devices to store, index and archive backups of key technology systems, data and records within the organization. These systems ensure the organization is adequately backing up business-critical information that can be recovered during unexpected data recovery operations, freedom of information requests or disaster-recovery events stemming from critical hardware failures or cyber-security incidents. Since the installation of the new backup hardware, the Town's data assets have continued to grow at an increased and previously unanticipated rate, requiring additional backup capacity to be licensed and made available on these new devices.</p> <p>The existing data domain backup devices have been installed with all the necessary hardware required to facilitate an increased backup volume. The Town is required to purchase additional software licenses to unlock additional capacity and make it available for use. This additional backup capacity will be utilized in conjunction with continued implementation of the Town's records management solution and continuous staff training to reduce future backup requirements through efficient data and record keeping practices, aligned to the Town's record retention bylaw.</p> <p>The initial data domain backup hardware was provided by and continues to be supported by the manufacturer, (Dell Canada), thus staff have worked directly with the vendor to negotiate the best cost available to utilize the existing hardware.</p> <p>This contract increase of \$56,089 (exclusive of HST) is for increasing the backup license capacity of the existing Dell Data Domain Backup Storage system.</p> <p>The new contract total will be \$163,524 (exclusive of HST).</p>

Financial Planning Section: Budget Impact (Note 1)	
Account Number(s)	C24200119-A0260-7140
Account Description	Facilities Infrastructure and Networking
Project Total Budget	\$974,330
Contract Budget	\$0
Actual (Net of HST Rebate)	\$57,076
Variance (Note 2)	\$57,076 (U)
Funding Source	Note 2

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

Note 2: The unfavourable variance will be managed through the reallocation of other expenditure lines within the project.