

**COUNCIL AUTHORITY FOR CONTRACT AWARDS
CONTRACT INCREASE**

Project Award	Contract Increase for Mobile Connectivity Software
Recommendation	Staff is recommending approval to proceed with a contract increase for a new 3-year contract with Rogers Communications Canada Inc. in the amount of \$88,709 (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 Town of Milton leverages mobile connectivity software from Absolute Software Corporation (Absolute Secure Access Client) to facilitate its fleet of mobile devices (laptops and specific tablet devices) connecting back to the Corporate network while working remotely. This software product is a foundational element in the Town's hybrid work program that enables remote connectivity to organizational technology and data assets when not working within a Town facility. The Town has been leveraging Absolute Software (formally called Netmotion) within the organization for the past 14 years. In previous years, the annual subscription/licensing costs for this solution have been procured directly from the manufacturer themselves (Absolute Software Corporation) and paid in US dollars.</p> <p>In 2014, the Ontario Ministry of Public and Business Service Delivery (Supply Ontario) completed a competitive request for proposal (RFP) process and established Vendor of Record (VOR) agreement OSS-00415819, with Rogers Communications Canada named as the primary vendor for the acquisitions of Paging and Mobile Devices and Services. The initial term of the Agreement is for six (6) years. Supply Ontario has the option to extend the Agreement on the same terms and conditions up to two (2) additional terms of two (2) years each. The current expiry date of this agreement is July 31, 2024.</p> <p>In June 2018, The Town of Milton entered into an agreement with Rogers Communications Canada under the terms of VOR OSS-00415819. The Town currently utilizes this agreement to acquire cellular phone and data services for the majority of the Corporation's mobile devices. As per the terms of the master agreement established under VOR OSS-00415819, a buyer may opt to purchase optional add-on services at market discounted prices that have been awarded to Rogers Communications Canada as an authorized reseller. These optional add-on services are available during the term of the Supply Ontario master agreement. Under the agreement, the Town can opt to acquire annual software licenses for its Absolute Secure Access Client for a discounted rate compared to what the Town has historically paid. By moving to acquire annual Absolute licensing from Rogers Communications</p>

Schedule B

	<p>Canada under the Supply Ontario VOR, the Town can expect to save approximately \$18,000 per year (based on current license quantities and \$USD to \$CAD exchange rates).</p> <p>As the Town grows and expands its mobile laptop fleet, it will inevitably require an increase in the number of Absolute software licenses to facilitate ongoing day-to-day operations. Future purchased licenses under the Provincial VOR will be acquired at the same unit rate as the initial purchase, allowing the Town to avoid future market price increases over the next few years. As per the terms of the Supply Ontario master agreement, prices for the Absolute software product are subject to change after December 31, 2023. As such, it is financially advantageous for the Town to seek an extended agreement term in order to maximize annual savings. Staff are requesting a contract increase to Rogers Communications Canada in the amount of \$29,570 per year (exclusive of HST) to establish a 36 month term (\$88,709 for full 36 month term) for the acquisition of Absolute Software Secure Access software licenses. This new agreement will take effect on January 1st, 2024, following the completion of the existing annual license term the Town currently holds with Absolute Software Corporation directly.</p>
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Financial Planning Section: Budget Impact (Note 1)

Account Number(s)	2216-3445
Account Description	Software Annual Maintenance
Project Total Budget	N/A
Contract Budget	\$ 49,000
Actual (Net of HST Rebate)	\$ 30,090
Variance	\$ 18,910 (F)
Funding Source	Operating

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

Note 2: Contract actuals are an estimate and will vary based on total number of software licenses required by the organization to support ongoing operations. It will be monitored by program area staff. Any variances will be reported through the variance process.