



Contract Awards - Operations

To: Finance, Budget and Enrolment Committee

Date: 15 September, 2020

Report No.: 09-20-3944

Strategic Directions

- Allocate Human and Financial Resources Strategically to Support Student Needs

Recommendation

It is recommended that:

1. the contract awards on Appendix A be received for information; and
2. the contract awards on Appendices B and C be approved.

Context

In accordance with the Board's Policy P.017: Purchasing:

- The Director or designate may approve operations contracts over \$50,000 and up to \$175,000 and report such contracts to Finance, Budget and Enrolment Committee;
- Finance, Budget and Enrolment Committee may approve operations contracts in excess of \$175,000 and up to \$250,000; and
- The Board shall approve all operations contracts over \$250,000. All contracts for consulting services (as defined in the Broader Public Sector Procurement Directive) in excess of \$50,000 must be approved by the Board.

The recommended suppliers and the term of each contract are shown in the attached appendices. Appendix A outlines contract awards provided for information; Appendix B outlines contracts requiring Finance, Budget and Enrolment Committee approval, and

Appendix C outlines contracts requiring Board approval. The amounts shown are based on the estimated annual consumption unless indicated otherwise. Actual amounts depend on the volume of products/services actually used during the term of the contract.

Purchasing Services invited bids from a minimum of three firms except where sole/single source is indicated. Requirements expected to exceed \$100,000 were posted on the Bids & Tenders e-Tendering portal (www.bidsandtenders.ca), to advertise procurement opportunities in compliance with the Broader Public Sector Procurement Directive, applicable trades treaties (e.g. Canadian Free Trade Agreement, Comprehensive Economic and Trade Agreement, etc.) and Board policy and procedure.

When a Request for Tender is issued, the lowest cost bid is accepted where quality, functionality, safety, environmental and other requirements are met. When a Request for Proposals is issued, a variety of evaluation criteria are used, including price. Each of those criteria is weighted based on relative importance to the Board. The bidder with the highest overall score is recommended for contract award. Every effort is made to include input from end users in the development of specifications and the evaluation process. Copies of all bids received and detailed information regarding all recommended awards are available in the Purchasing Services department.

Action Plan and Associated Timeline

Not applicable.

Resource Implications

Funding sources have been identified for each award listed in the attached appendices.

Communications Considerations

Not applicable.

Board Policy and Procedure Reference(s)

PO:17 - Purchasing

Appendices

- Appendix A: Contract Awards Provided for Information
- Appendix B: Contracts Requiring Finance, Budget and Enrolment Committee Approval
- Appendix C: Contracts Requiring Board Approval
- Appendix D: Briefing Note – Discovery Education – Digital Resource Platform

- Appendix E: Briefing Note – Knowledgehook – Digital Formative Assessment Tool

From

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APPENDIX A

Contract Awards Provided for Information (contracts over \$50,000 and up to \$175,000)

#	User/Budget Holder School/Department	Products/Services Details	Ward	Recommended Supplier	Low Bid/ Highest Score	Objections	# of Bids Rec'd	Estimated Annual Amount	Projected Start/End Date of Contract	Customer Involvement
1	Information Technology Services	Additional Airwatch Licenses Airwatch provides the ability to remotely deploy apps and security updates to mobile devices. The additional licenses cover the 12,500 new iPads distributed to students at home to support remote learning.	N/A	Rogers Communications	Yes	No	3	\$114,000	September 2020 / August 2021	IT Services Purchasing Svcs
2	Equity, Well-Being & School Improvement	Provision of Professional Learning in Anti-Black Racism for System Leaders & Board of Trustees	N/A	Kojo Institute	N/A	No	Sole Source	\$81,000	July 2020/ May 2021	Associate Director – Equity, Well-Being & School Improvement
3	Distribution Centre	Assorted Bandages SS20-185P To supply assorted bandages as and when required to replenish inventory at the Distribution Centre (DC). Schools order from the DC to refill first aid kits, and have supplies on hand in the school office for minor cuts/scrapes.	N/A	Office Central Medline (Medical Mart)	Yes	No	7	\$10,000 \$25,000	October 2020/ September 2024	Distribution Centre Purchasing Svcs

4	Schools/Arts Department	<p>Moving Services for Musical Instruments/Kits</p> <p>LQ20-056P</p> <p>Provision of moving services specifically for musical instruments as and when required.</p>	N/A	Woodshed Percussion	Yes	No	3	\$40,000	October 2020/ September 2024	Arts Department
5	Printing, Mailroom, Courier & Logistic Services (PMCL)	<p>Purchase of Two Vehicles for TDSB</p> <p>SX20-472P</p> <p>These vehicles are part of the ongoing scheduled fleet refresh ensuring safe and reliable vehicles. They replace old, high mileage vehicles that are prohibitive to repair.</p>	N/A	City Buick Chevrolet Cadillac GMC	Yes	No	2	\$57,212	September 2020	Printing, Mailroom, Courier & Logistic Services (PMCL)

APPENDIX B

Contracts Requiring Finance, Budget and Enrolment Committee Approval
(contracts over \$175,000 and up to \$250,000)

#	User/Budget Holder School/Department	Products/Services Details	Ward	Recommended Supplier	Low Bid/ Highest Score	Objections	# of Bids Rec'd	Estimated Annual Amount	Projected Start/End Date of Contract	Customer Involvement
1	All Schools/Departments	Cleaning of Drapery/Blinds and Drapery Fire-Proofing MP20-415P	N/A	On-Site Drapery Cleaners Ltd.	Yes	No	2	\$50,000	Nov 2020/ Oct 2024	Design Services Purchasing Services

APPENDIX C

Contracts Requiring Board Approval (contracts over \$250,000 and Consulting Services over \$50,000)

#	User/Budget Holder School/Department	Products/Services Details	Ward	Recommended Supplier	Low Bid/Highest Score	Objections	# of Bids Rec'd	Estimated Annual Amount	Projected Start/End Date of Contract	Customer Involvement
1	Distribution Centre	Writing Instruments SS20-335P Provision of writing instruments (pens, markers, highlighters, etc.) as and when required to replenish Distribution Centre inventory.	N/A	Rose Delta (School Source) Office Central Inc. School Specialty Corporate Express (Staples) BB Education	Yes	No	8	\$638,982 \$164,845 \$47,458 \$110,912 \$2,073	Oct 1 2020/ Sep 30 2024	Purchasing Services Distribution Centre
2	All Schools/Departments	Domestic Appliances DA20-322P Provision of domestic appliances (fridges, stoves, microwaves, dishwashers, etc.) as and when required.	N/A	Appliance Canada TA Appliance	Yes	No	2	\$119,600 \$40,000	Oct 1 2020/ Sep 30 2024	Purchasing Services
3	All Schools/Departments	Chromebooks DA20-350Q Provision of Chromebooks supporting bulk system purchases as well as purchases as and when required by schools.	N/A	Compugen	Yes	No	3	\$3,780,000	Sep 2020/ Oct 2021	IT Services Purchasing Services
4	Leadership, Learning & School Improvement	Discovery Education Digital resource platform. Provision of digital science and math content. See Appendix "D"	N/A	Discovery Education	N/A	N/A	Sole Source	\$400,000	September 2020/ August 2021	Leadership, Learning & School Improvement
5	Leadership, Learning & School Improvement	Knowledgehook – Digital Formative Assessment Tool Digital math resource.	N/A	Knowledgehook	N/A	N/A	Sole Source	\$285,000	September 2020/ August 2021	Leadership, Learning & School Improvement

#	User/Budget Holder School/Department	Products/Services Details	Ward	Recommended Supplier	Low Bid/ Highest Score	Objections	# of Bids Rec'd	Estimated Annual Amount	Projected Start/End Date of Contract	Customer Involvement
		See Appendix "E"								

BRIEFING NOTE

Date 15 September 2020
To Finance, Budget & Enrolment Committee
From Kathy Witherow, Associate Director – Leadership, Learning and School Improvement

Subject **Discovery Education – Digital Resources**

Purpose With almost 70,000 students returning to Virtual School and a number of schools in higher-risk areas across our board, we have a great need for digital science and math content for students and staff. Discovery Education is a digital platform with teacher resources to support planning and teaching science, STEM and coding to students and can be used by students as a learning digital platform and content resource.

Discovery Education Experience and STEM Connects provides compelling high-quality content, ready-to-use digital lessons, unique collaboration tools, and professional learning resources to give educators everything they need to facilitate instruction. Built for all learners, grade levels, subject areas, and interests, this flexible K-12 learning platform brings excitement and relevance to the topics they teach and lets them reach and engage every student wherever learning is taking place. Discovery Coding will support implementation of components of the new math curriculum.

Discovery Education Experience, STEM Connect, and Coding will be available to students in 133 elementary schools, including our virtual schools. It will be available to students in grade K - 8 in English and has translation tools to support our French Language Learners.

Discovery Education owns all content within the platform: Discover Education Experience, STEM Connects and Coding. Due to the urgent need for digital content and tools to support students within the virtual schools and face to face schools, this product will fill that immediate void and support educators of the virtual school with programming and planning engaging digital Science/STEM and Math lessons. This contract will be for the 2020-2021 school year and during that time we will engage in market research for equivalent or alternative resources, do a quarterly review of usage rates, and provide ongoing analysis and support for implementation and professional learning opportunities for staff.

Discovery Education supports some of the key goals and commitments within the Multi-Year Strategic Plan such as:

-Transform student learning

- Provide equity of access to learning opportunities for all students
- Close achievement gaps
- Improve student achievement in mathematics
- Strengthen the development of global competencies
- Facilitate deep learning enabled by technology

Strategic Direction • Allocate human and financial resources strategically to support student needs.

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Date 15 September 2020
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Subject Knowledgehook – Digital Formative Assessment Tool

Purpose With almost 70,000 students returning to Virtual School and a number of schools in higher-risk areas across our board, we have a great need for digital science and math content for students and staff. Knowledgehook is a digital formative assessment tool that helps teachers check for understanding of math concepts and provides a system to aid in identifying and closing gaps. Within the digital tool are unique features such as “Warm-ups” which may be used before a lesson as a diagnostic to inform the selection of effective instructional strategies, and “Exit tickets” which may be used after a lesson to check for understanding.

Knowledgehook is available to students across the board in grades 3 -10 in English and French. This digital formative assessment tool will also be available to students in the TDSB Virtual Schools.

This product is needed to:

- be used as part of a Balanced Mathematics Program;
- inform the implementation of effective instructional strategies based on students’ learning profiles (strengths and needs);
- help with building teacher capacity through the Math Background feature which provides a review of the math content needed to move students forward in their mathematics understanding;
- enhance teacher collaboration as they engage in collaborative lesson planning and share math games they have created for student use;
- provide expanded opportunities that recognize and support the diversity and needs in TDSB classrooms and facilitate high levels of achievement for all students.

Knowledgehook is a unique digital product in that it combines the Ontario Curriculum and EQAO Assessments in one space. Knowledgehook representatives facilitated a number of presentations to the TDSB that illustrated the unique features of this tool, its revised content for the new Math Curriculum and its appropriateness to the TDSB context. In addition to the features outlined above, the tool provides expanded opportunities for practice by allowing students to solve problems independently or in small groups using a variety of strategies. Knowledgehook helps to address math anxiety and

build student confidence as well as accommodates students with gaps in their learning by reading the problem to them. This helps with addressing language barriers experienced by some of the most underserved students within the TDSB. Knowledgehook supports some of the key goals and commitments within the Multi-Year Strategic Plan such as:

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- Close achievement gaps
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