



To: Toronto Public Library Board – June 25, 2001
From: City Librarian
Subject: **Award of Request for Proposal – Internet Service Provider**

Purpose:

To obtain Toronto Public Library Board approval for the award of contract for Internet Services.

Funding Implications and Impact Statement:

The purchase of Internet Services has been accommodated within the Information Technology operating budget for Data Communications.

Recommendation:

It is recommended that the Toronto Public Library Board approve that staff enter into contract negotiations with Bell Canada for the supply of Internet Services for a one-year term at a price not to exceed \$345,744 (taxes included), with an option of renewal for the second and third years, based upon satisfactory performance.

Background:

The Library provides public Internet access at more than 1,300 PCs, and offers web-based services to the public (e.g. catalogue, Virtual Reference Library, magazine databases). The staff use the Internet to communicate with the City staff and access external resources.

The Library last issued an RFP for Internet Services in 1999. Since then usage has more than tripled. In recognition of the substantial increases in usage, the corresponding increases in cost, and the time since the last RFP, the Toronto Public Library decided to issue an RFP for Internet Services. The contracted service is for a one-year period, with a possible renewal for the second and third years, based upon satisfactory performance.

Comments:

The RFP was released on May 31, 2001. On June 14, 2001 at 11:00 a.m., three (3) responses were received and opened and the results were as follows:

		Taxes	Total
Bell Canada	308,346	33,918	\$ 342,264
PSINet	324,300	35,673	\$ 359,973
WORLDCOM™			*

* Mandatory submission documents not completed and no total first year price listed.

The responses were evaluated based on criteria stated in the RFP.

Conclusion:

Bell Canada has met all the requirements that the Library set out in its RFP and submitted the lowest cost proposal. The proposal has been adjusted to include costs for dial-in remote access. The Library recommends that the Toronto Public Library Board approve that staff enter into contract negotiations with Bell Canada for the supply of Internet Services for a one-year term at a price not to exceed \$345,744 (taxes included), with an option of renewal for the second and third years, based upon satisfactory performance.

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City Librarian

List of Attachments:

Not applicable.