



**Township of North Algona Wilberforce
COUNCIL / COMMITTEE REPORT**

Title: Strategic Plan Award	Date: April 21, 2020
	Council/Committee:
	Author: Andrew Sprunt
	Department: Admin

RECOMMENDATIONS:

That Council awards RFP 2020-ADMIN02 to TGT Solutions Inc. for \$35,000.00 plus

BACKGROUND:

RFP 2020-AMIN02 (Strategic Plan) was issued in March of 2020 the closing of the RFP Closed on April 9, 2020. Four proposals were received for the project. Staff along with the Progress Chair and the Mayor. The evaluation was completed using the point system that was included in the RFP package. Bidders were evaluated based on Relevant experience, Assigned Resources, project schedule and quoted price. The award recommendation was based on the highest score, price made up 35 % of the score.

<u>Bidder</u>	<u>RFP\$</u>	<u>Review\$</u>
TGT Solutions	\$35,000.00	\$1,595.00 fixed annual 5yr
Strategic Consulting Group	\$43,875.00	\$5,675.00
Strexor Harrop & Associates	\$30,240.00	\$4,500.00
MDB Insight	\$39,725.00	\$6,000.00 to \$10,000.00

After evaluations with scores averaged:

<u>Bidder</u>	<u>Score</u>
TGT Solutions	93
Strategic Consulting Group	68
Strexor Harrop & Associates	75
MDB Insight	89

Based on all factors TGT Solutions scores the highest and is the second lowest cost, factoring in the optional annual review the cost difference between the two lowest bidders is under \$2,000.00.

TGT Solutions provided a comprehensive submission that included detail and a schedule within the project scope. They also included an option to continue annual reviews with a fixed price for five years. In scoring all factors TGT Solutions scores higher overall by 4 points.

It is recommended that the project be awarded to TGT for \$35,000.00 plus HST.

ALTERNATIVES:

Do not approve

Give alternate direction

FINANCIAL IMPLICATIONS:

ATTACHMENTS:

CONSULTATIONS:

Author: _____
signature

Other: _____
signature

Treasurer _____
signature

C.A.O. _____
signature