

DEPARTMENTAL APPROVAL REQUEST

Commodity	Software		
Department	Finance and Admin - Information Services		
Budget Code	1272-52533		
Source of Funding	<input checked="" type="checkbox"/> Operating	<input type="checkbox"/> Capital	<input type="checkbox"/> Multiyear Capital
Purpose	Annual software maintenance renewal for Harris Govern. This is a contract award without open call because Harris Govern is the only vender that can provide the software as they are Sole Source.		
Results	Vendor Name	Bid Amount	
	Harris Govern	149,711.54	
Expected Value	<input checked="" type="checkbox"/> As above <input type="checkbox"/> Value shown is an estimate only for a ____ year period. The City does not guarantee to buy any specific quantities or dollar value.		
Contract Duration	One Year		
Recommendation	It is recommended to award to the lowest bidder meeting specifications Harris Govern in the amount of \$ 149,711.54 HST included, as per the terms and conditions of the Public Procurement Act.		
Quotes Obtained by	<i>Georgia Lannon</i>		
Manager or Designate	<i>[Signature]</i>	Date	January 9, 2020
Deputy City Manager or Designate	<i>[Signature]</i>	Date	January 9, 2020

- In cases where the procurement value is \$100,000 or above Council approval is required. The entire procurement value must be calculated to determine this threshold including any possible contract extensions.
- Where departments have used a limited call for bids to purchase commodities, they are responsible to send the information to Council for approval by using this form.
- A purchase order will not be created until all documentation, including Council approval, had been provided with an approved requisition.

ST. JOHN'S

City of St. John's PO Box 908 St. John's, NL Canada A1C 5M2 www.stjohns.ca

TO: **Government of Newfoundland and Labrador, Public Procurement Agency**

**Report to Chief Procurement Officer, Public Procurement Agency
(Pursuant to Section 32 of *The Public Procurement Regulations*)
Version 1 – 2018-03-24**

FROM: **Government Funded Body
City of St. John's, P.O. Box 908, St. John's, NL A1C5M2**

Contract Description:

Harris Govern (MS Govern) Annual Software Maintenance and Support Renewal
Dates February 1, 2020 to January 31, 2021
Reference Requisition # 92534

Contractor, Supplier or Lessor:

Name: Harris Govern

Address: 1600 Rene-Levesque Blvd, West, Montreal, Country: Canada

Contract Price
(exclusive of HST): \$ 149,711.54

Contract # or PO #: Requisition # 92534 Date of Award: 01/09/2020

Relevant Exception Clause (select only one):

6(a)(v) Only Available Source

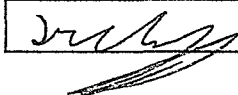
Reason(s) Why an Open Call for Bids Was Not Invited:

This is not going to Tender because it is Sole Source for Support Services through Harris Govern only.

Prepared by: Keith Barrett

Date: 01/09/2020

Head of Public Body:
(City Manager)



Date: 01/09/2020