

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	Leadership, Learning and School Improvement – Mathematics	Brainingcamp Digital Mathematics Manipulatives See Appendix 'D'	N/A	Brainingcamp, LLC	Sole Source	N/A	N/A	\$54,870	March 2021/ August 2021	LLSI – Mathematics
2	Early Years	Spectrum Learn at Home Math Kits for SK/Grade 1 Students in Intervention Schools. See Appendix 'E'	N/A	Spectrum Educational Supplies Ltd.	Sole Source	N/A	N/A	\$75,565	April 2021	Early Years

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	Projector Lamps and Bulbs for use in various types of digital projectors. AS21-302P	N/A	Compugen Inc Diversified Audio Visual Canada LR Brown Audio Visual Ltd Jaspertronics	Yes	No	9	\$6,165 \$17,452 \$19,566 \$900	May 2021 / April 2026	Purchasing Services
2	Experiential Learning Department	Online Financial Literacy Program for use in Specialist High Skills Major (SHSM) programs. See Appendix 'F'	N/A	Enriched Academy	Sole Source	N/A	N/A	\$250,000	April 2021 / April 2022	Purchasing Services/ Experiential Learning

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	All Schools/Departments	Provision of Multi-Function Devices (Photocopiers) for use in schools and administrative offices. MGCS – Workplace Print and Services – Tender 11359 See Appendix 'G'	N/A	Ricoh Canada	N/A	N/A	N/A	\$2,800,000	June 2021/ May 2026	IT Services/ Purchasing Services

BRIEFING NOTE

Date 12 May 2021

To Finance, Budget & Enrolment Committee

From Andrew Gold, Associate Director – Leadership, Learning and School Improvement

Subject **Digital Dynamic Mathematics Manipulatives**

Purpose Brainiaccamp is a provider of 16 virtual and dynamic manipulatives for visualizing mathematics concepts and making student math thinking visible. Brainiaccamp manipulatives augment traditional math manipulatives by leveraging the digital environment to support building students' conceptual understanding.

Brainiaccamp supports the TDSB Multi-Year Strategic Plan in the following ways:

- Promotes the use of research-informed instructional and assessment practices through an engaging program to help students develop strong math skills.
- Supports the learning of mathematics in the early years through visualizing mathematical concepts of number and quantity
- Gives numerous tools to support differentiated instruction and universal design for learning by providing multiple ways of representation and expression.

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

BRIEFING NOTE

Date 12 May 2021

To Finance, Budget & Enrolment Committee

From Curtis Ennis, Associate Director – Equity, Well-Being and School Improvement

Subject **Learn at Home Mathematics Kits for Intervention Schools**

Purpose This product is specifically designed for Early Learners and math development. Students will be able to access various materials to support play based math learning. This will support summer learning for our exiting Senior Kindergarten (SK) students and future Grade 1 students of our 51 schools. Educators in Grade 1 will also receive these resources to continue the learning with their students in September. Since these are all individually packaged, it also supports Health and Safety concerns during this pandemic while still incorporating and encouraging playful learning.

These resources will help continue summer learning and the development of mathematical behaviour for students and promote learning experiences for families with students as we continue learning during a pandemic and support students as they enter Grade 1. These products will be sent to all SK students in our 51 Intervention Schools across our System.

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

BRIEFING NOTE

Date 12 May 2021

To Finance, Budget & Enrolment Committee

From Andrew Gold, Associate Director – Leadership, Learning and School Improvement

Subject **Online Financial Literacy Program – Enriched Academy**

Purpose Enriched Academy is a personal financial education program that provides financial training through online courses, personal coaching and live events. It will be used to support Specialist High Skills Major (SHSM) programs with the Sector Partner Experience requirement in Math/Literacy for all SHSM sectors, it will also support the Business Studies and Cooperative Education curriculum in the financial literacy learning and support students in the remote learning.

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

BRIEFING NOTE

Date 12 May 2021
To Finance, Budget & Enrolment Committee
From Marisa Chiu, Executive Officer - Finance
Subject **Multi-Function Devices (Photocopiers)**
Purpose

Background

In June 2020 a one-year extension to the existing agreement with Ricoh Canada for the provision of Multi-function Photocopiers was approved by Board. This extension included a reduced cost per copy rate providing some savings to the Board over the course of the year. As would be expected the amount spent on printing was down significantly due to COVID-19 lock-downs and closures. The extension also bridged the time to provide access to the Ontario government's Vendor of Record agreement with Ricoh Canada. Leveraging this agreement ensures compliance with the government's Centralized Procurement Interim Measures.

As part of the Board's Digital Transformation goals, the new agreement offers more flexibility with equipment as there isn't a commitment to a specific number of devices or print volumes. This will be helpful as efforts are made to rationalize the number of devices system wide as printing volume decreases through increased digitalization. It also allows a more flexible transition to new devices, and the ability to retain some of the original devices that may have been underutilized at reduced costs rather than replace all existing units with new ones on a one-to-one basis. Devices that have been well-used over the term would be identified as a priority to update first. Devices from the original term that remain in use will be subject to cost-per-copy rebates of approximately 12%, reducing cost.

Funding for all photocopier expenditures is provided from the operating budget of each school and central administrative department.

Costs - Current

	Annual Avg. Spend	Monthly Avg. Spend	Monthly Avg. Print Volume
Pre-Pandemic (2015-2019)	\$3.3M	\$276K	28.3M copies
Extension Period July 2020 – February 2021	\$750K (over 8 months)	\$94K	10.2M copies

Costs – Projected for Deployment year of New Agreement

	Est. Annual Spend	Est. Monthly Spend
Pre-pandemic Volume	\$2.8M	\$231K
Pandemic Volume	\$984K	\$82K

It is expected that print volumes will increase post-pandemic once students are back in the bricks-and-mortar schools, however, it is unlikely that volumes will return to pre-pandemic levels. Over the course of the last year, as reliance on digital resources increased, reliance on paper and printing has decreased. Based on this expectation, annual spend is likely to land below the pre-pandemic levels.

Other Benefits with New Agreement

- Allows deployment of new devices based on current and future needs which are likely to be less due to digitalization efforts.
- Ricoh provides Managed Document Services which include:
 - development of a print guideline document to help determine actual equipment requirements.
 - co-developing strategies to digitalize current paper-based processes reducing long term environmental impact.
 - help with incorporating processes that when printing is required, it is done using the most cost-effective method which will include central printing services as an important part of optimization.
- Enhanced Technology - new Ricoh equipment is capable of:
 - automatically sending emergency service and toner requests to Ricoh saving Board staff time.
 - device troubleshooting can be done remotely, reducing the need for on-site visits.
 - meter reading can be done remotely saving staff time checking devices and sending meter reads to Ricoh.
 - ServiceNow integration provided at no cost will increase service response levels, reduce IT helpdesk & administrative time spent managing the print infrastructure (connects TDSB helpdesk

ticketing directly to Ricoh service which also runs on ServiceNow).

- Overall equipment print speed increase from current fleet, which will support equipment rationalization efforts.
- Flexibility to support ad hoc requests and requirements throughout agreement term (not a fixed unit count or mix as per current agreement).
- A Print Management Solution will be piloted for up to one year. Implemented in other organizations, print reductions from 15-20% have been achieved. These solutions can assist with the following:
 - provide visibility into all printing devices including desktop printers in addition to copiers. Printing reduction from desktop printers has significant impact as they have a much higher print per page cost.
 - It can incorporate ID card authorization and job release increasing document security and has an environmental benefit of reducing abandoned print jobs (often left unclaimed at the device).

The overall system wide print optimization supports Digital Transformation and EcoSchools initiatives in the goal to reduce paper consumption across the system. Reduced paper consumption saves money on both paper and printing. Optimizing technology and utilizing central printing services will also drive costs down. These savings can then be re-invested in advancing the digitalization efforts. Purchasing Services, Printing Services, IT Services, and Sustainability are working together to advance this initiative.

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