

The Regional Municipality of York

Housing York Inc.
October 5, 2017

Report of the General Manager Summer Recess Contract Award

1. Recommendation

It is recommended that the Board receive this report for information.

2. Purpose

Section 6.15 of the Housing York Inc. Purchasing Bylaw, authorizes the President to award any contract during summer recess when regular Board or Shareholder meetings are suspended. As required under Section 6.16 of the Housing York Inc. Purchasing Bylaw, this report advises the Board of the contract awarded under this authority during the 2017 summer recess.

3. Background

The Purchasing By-law requires reporting of contract awards made during summer recess

The Purchasing By-law indicates that;

- Despite any other provision of this bylaw, during any period that regular Board or Shareholder meetings are suspended either during a summer recess or for any other reason, or during the period that the acts of the Shareholder are restricted under Section 275 of the *Municipal Act, 2001*, the President shall be authorized to award any contract.
- A report shall be submitted to the Board as soon as reasonably possible setting out the details of any contract awarded under this authority.

4. Analysis and Implications

Table 1 provides details about the contract awarded by the President during the summer recess.

Table 1
Contract awarded by the President during summer recess

Contract Description		
T-17-08 Kitchen and Powder room replacements Supply all labour, materials and equipment to complete the replacement of kitchens and powder rooms at Brayfield Manors in the Town of Newmarket Term: 120 working days from Notice to Commence Work	Number of Bids	4
	Vendor	Joe Pace & Sons Contracting Inc.
	Amount	\$696,205

5. Financial Considerations

The total contract value for the work is \$696,205.00 excluding HST. Housing York Inc. has funding included in the approved 2017 capital budget and will include funding in the 2018 capital budget.

6. Local Municipal Impact

The contracted work ensures Housing York properties are well maintained optimizing the life expectancy and operational efficiency of facilities and related equipment.

7. Conclusion

The President has delegated authority to award tender and proposal contracts during the summer recess or suspension of Board of Shareholder meetings under Purchasing Bylaw No. 6-15. This award is in compliance with the Purchasing Bylaw and the authority delegated by the Board.

The contract awarded during summer recess has a total value of \$696,205.

Summer Recess Contract Awards

For more information on this report, please contact Rick Farrell, General Manager at 1-877-464-9675 ext. 72091.

The Senior Management Group has reviewed this report.

Recommended by:

Approved for Submission:

Rick Farrell
General Manager

Katherine Chislett
President

September 20, 2017

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Accessible formats or communication supports are available upon request