

Clause 10 in Report No. 11 of Committee of the Whole was adopted, without amendment, by the Council of The Regional Municipality of York at its meeting held on June 29, 2017.

10

Software Support Contract – Nimble Information Strategies Inc.

Committee of the Whole recommends adoption of the following recommendation contained in the report dated June 5, 2017 from the Regional Solicitor:

1. Council authorize an agreement with Nimble Information Strategies Inc. for software support services under the direct purchase provision of the Purchasing Bylaw for a term up to three years effective January 1, 2017 at a total cost of \$5,000.
2. The Regional Solicitor be authorized to execute the agreement and exercise any options to renew annually for up to three years, subject to satisfactory performance of the service by the vendor.

Report dated June 5, 2017 from the Regional Solicitor now follows:

1. Recommendations

It is recommended that:

1. Council authorize an agreement with Nimble Information Strategies Inc. for software support services under the direct purchase provision of the Purchasing Bylaw for a term up to three years effective January 1, 2017 at a total cost of \$5,000.
2. The Regional Solicitor be authorized to execute the agreement and exercise any options to renew annually for up to three years, subject to satisfactory performance of the service by the vendor.

2. Purpose

This report seeks authority for the Region to enter into a new agreement with Nimble Information Strategies Inc. for software support services used by Court Operations for data entry of tickets. Council approval is required for this contract

under section 18.1(a) of the Purchasing Bylaw as the aggregate term of this direct purchase exceeds five years.

3. Background

Court Services uses the services of Nimble Information Strategies Inc. for the data entry of Part I offence tickets (primarily traffic tickets) into the Integrated Court Offences Network (ICON). The software in conjunction with the scanner is required to facilitate the transfer of data for keying purposes and to date stamp each certificate of offence to ensure the seven-day legislative filing requirements are met as set out under the *Provincial Offences Act*. In 2010 Court Services purchased the hardware and software for approximately \$22,000. Subsequently a software support agreement with Nimble Information Strategies Inc. was purchased on January 1, 2012 and expired December 31, 2016.

4. Analysis and Implications

The Purchasing Bylaw requires Council approval of contracts with aggregate terms in excess of five (5) years for direct purchases. The aggregate term of the Nimble Information Strategies Inc. software assurance agreement with Court Services will be eight years, thereby exceeding the five year threshold. Council approval is therefore required to enter into a new agreement with this vendor under the direct purchase provision of the Purchasing Bylaw.

Court Services relies on the software to ensure the transfer of data in an efficient and timely manner. Due to the complexity of business needs, the operational impact to change and budget considerations, the software and equipment is not replaced frequently. Without the software, Court Services would be unable to utilize existing hardware and would incur additional costs associated with the transfer of data to the keying service provider.

The software support agreement provides access to all software updates, upgraded features and ongoing technical support. The software assurance agreement is compatible with existing hardware and the performance has satisfied the department's expectations.

5. Financial Considerations

The estimated three-year total cost is \$5,000 and is provided for in the Court Services budget. The total expenditure for these services of eight years will not exceed \$10,000.

6. Local Municipal Impact

There are no local municipal impacts associated with this report.

7. Conclusion

Software support contracts are essential for Court Services to support its business mandate.

This report seeks authority for the Region to enter into an agreement with Nimble Information Strategies Inc. for software support services under the direct purchase provisions of the Purchasing Bylaw.

For more information on this report, please contact Lisa Brooks, Director, Court Operations at 1-877-464-9675 ext. 73209.

The Senior Management Group has reviewed this report.

June 5, 2017

Edocs #7677220

Accessible formats or communication supports are available upon request