

Clause 17 in Report No. 16 of Committee of the Whole was adopted, without amendment, by the Council of The Regional Municipality of York at its meeting held on October 15, 2015.

17

Delegation of Authority During Summer Recess
June 26, 2015 – September 23, 2015

Committee of the Whole recommends adoption of the following recommendations contained in the report dated October 2, 2015 from the Chief Administrative Officer:

1. Recommendation

It is recommended that Council receive this report for information.

2. Purpose

This report advises Council of matters approved under the authority delegated to the Chief Administrative Officer during the 2015 summer recess. Private Attachment 1 to this report will be considered in private session because it relates to litigation involving the Region.

3. Background

Continuity is required to ensure timely delivery of Regional projects and services

In accordance with section 6.17 of Purchasing Bylaw 2014-53, the Chief Administrative Officer is authorized to award any contract during the summer recess.

Section 6.17 reads as follows; "*Despite any other provision of this bylaw, during any period that regular Council meetings are suspended either during the summer recess or for any other reason, or during the period that the acts of Council are restricted under Section 275 of the Municipal Act, 2001 the Chief Administrative Officer shall be authorized to award any contract.*"

Delegation of Authority During Summer Recess

This includes authorization to:

- a) Award and execute contracts and other forms of commitment where such matters are not otherwise currently delegated by Council;
- b) Approve the acquisition or disposal of real property, including leases and other interests in real property; and
- c) Approve the exercise of the Region's rights and remedies at law including termination of contracts and settlement of claims, appeals and other matters before the courts or administrative tribunals.

The exercise of this authority is subject to the following conditions:

- a) The Chief Administrative Officer is satisfied that the authorization is required to prevent interruption of service delivery or to avoid incurring unnecessary costs;
- b) A memorandum outlining the necessity of such requests be submitted to the Chief Administrative Officer by the respective Commissioner;
- c) Any contracts or documentation be subject to review and approval by Legal Services as to form and content; and
- d) A report be submitted to Council at the earliest opportunity to advise of the approval of any contracts under this authority.

4. Analysis and Options

There were 9 contracts awarded by the Chief Administrative Officer.

The total value of 8 expenditure contracts awarded by Chief Administrative Officer was \$3,960,685.13.

The total value of 1 revenue contract awarded by the Chief Administrative Officer was \$6,000,000.

There was 1 contract awarded by the Regional Chairman and Chief Administrative Officer.

The total value of the 1 order to pursue litigation for cost recovery for damages awarded by the Regional Chairman and Chief Administrative Officer exceeded \$500,000.

There were no Settlements of Claims over the summer recess to report.

Delegation of Authority During Summer Recess

Attachment 1 provides a list of contracts awarded under the delegated authority from June 25, 2015 to September 23, 2015.

Link to key Council-approved plans

This report is consistent with the 2015 to 2019 Strategic Plan's priority of good government. It supports the Plan's objective of ensuring a fiscally prudent and efficient Region.

5. Financial Implications

All contracts awarded were included within the approved budgets. There are no other financial implications.

6. Local Municipal Impact

There is no local municipal impact associated with this report.

7. Conclusion

The Chief Administrative Officer is delegated the authority to approve matters required to ensure that the business of the Region is carried on during summer recess. The authority delegated by Council during this period is in addition to the authority delegated to the Chief Administrative Officer and Commissioners to award contracts pursuant to the purchasing bylaw. Authority exercised pursuant to the purchasing bylaw is reported separately.

For more information on this report, please contact Stan Gal, Director, Supplies and Supplies, at ext. 71650, or Joy Hulton, Regional Solicitor, at ext. 71417.

The Senior Management Group has reviewed this report.

October 2, 2015

Attachments (1)

Private Attachments (1)

6325620

Accessible formats or communication supports are available upon request

**Delegation of Authority During Summer Recess
June 26, 2015 - September 23, 2015**

**Chief Administrative Officer
Procurement of Goods and Services**

**Chief Administrative Officer
Supplies and Services**

Contract and Description		
P-15-97 For the supply of all labour, material and equipment necessary to carry out work associated with an update to the inflow and infiltration reduction strategy program. The Ministry of the Environment and Climate Change conditions of approval require an update every 5 years. The consultant will provide an updated best-in-class review to reflect current best practices that can be adapted and integrated into the existing reduction program and that will assist in defining the framework for developing a 5 year work plan. (Term: from notice to commence work to March 31, 2017)	No. of Bids/ Contract Renewals	4
	Contractor	XCG Consulting Limited
	Previously Approved	
	Amount	\$177,295.00
P-15-82 For the supply of all labour, material and equipment necessary to carry out work associated with consulting services for York Region Transit, Transportation Services. The work includes approximately 10 to 20 separate transit consulting assignments during a two year period. (Term: 2 years with an option to renew for 1 additional 2 year term)	No. of Bids/ Contract Renewals	5
	Contractor	MMM Group Limited
	Previously Approved	
	Amount	\$292,750.00
P-15-106 For the supply of all labour, material and equipment necessary to carry out work associated with the completion of the Environmental Services 2015 Water and Wastewater Master Plan Update. The work includes the identification and development of long term opportunities and challenges presented by sustainable water management themes in the water and wastewater industry. (Term: from notice to commence work to February 4, 2016)	No. of Bids/ Contract Renewals	2
	Contractor	XCG Consulting Limited
	Previously Approved	
	Amount	\$416,878.00
PR3511 For the supply of all labour, material and equipment necessary to carry out work associated with the Region's Master Services Agreement with Salesforce.com for its Customer Relationship Management system. Salesforce uses a subscription license model where an annual fee is charged per user to access different parts of the system. Subscription licenses must be purchased directly from Salesforce as they are the only authorized provider. (Term: from notice to commence work to December 31,2018) Section 9.1 Purchasing Bylaw - Direct Purchase exceeds the value of \$100,000 which requires Council approval.	No. of Bids/ Contract Renewals	Direct Purchase Section 9.1 Purchasing Bylaw
	Contractor	Salesforce.com Canada Incorporated
	Previously Approved	
	Amount	\$1,530,000.00
PR3498 For the supply of all labour, material and equipment necessary to carry out work associated with a social media enterprise application used by York Region departmental site moderators to gain access to corporate accounts, manage social media activities, streamline workflow and manage department teams. The Regional Municipality of York maintains seven social media accounts and additional branch specific social media accounts for York Region Transit, VIVA, Planning and Economic Development and Community and Health Services. (Term: 3.5 years from notice to commence work) Section 9.1 Purchasing Bylaw - Direct Purchase exceeds the value of \$100,000 which requires Council approval.	No. of Bids/ Contract Renewals	Direct Purchase Section 9.1 Purchasing Bylaw
	Contractor	Salesforce.com Canada Incorporated
	Previously Approved	
	Amount	\$186,100.00

PO84603 For the supply of all labour, material and equipment necessary to carry out work associated with the Region's x86 servers and related components and services. In May 2014, the CAO authorized Regional participation in a three-year x86-64 Servers agreement under the Province of Ontario's Vendor of Record (VOR) Agreement. The Region's agreement with Compugen under the VOR includes associated Hewlett Packard 3PAR large scale storage equipment. The Region currently uses the Pillar storage system to support its electronic storage requirements. It has not been performing well for large-scale storage requirements. Information Technology Services has had previous experience using HP storage products within the Region's technology environment with good performance results. A migration of the Region's large-scale storage infrastructure from Pillar to 3PAR is needed. Pillar storage will be re-assigned to augment the disaster recovery and testing environments, and to support future growth in smaller-scale Pillar storage requirements. (Term: 2 years with an option to renew for 1 additional 1 year term)	No. of Bids/ Contract Renewals	Vendor of Record Contract Increase
	Contractor	Compugen Inc.
	Previously Approved	\$2,626,103.00
	Amount	\$1,112,000.00
PO82789 For the supply of all labour, material and equipment necessary to carry out work associated with maintenance and support for online software applications for several business processes related to Human Resources including: ePerformance employee appraisals, eSuccession Planning and Job Description Builder. The increase reflects the addition of 1801 users to the newly implemented Job Description Builder. (Term: 5 years) Section 9.1 Purchasing Bylaw - Direct Purchase exceeds the value of \$100,000 which requires Council approval.	No. of Bids/ Contract Renewals	Direct Purchase Section 9.1 Purchasing Bylaw
	Contractor	Halogen Software Inc.
	Previously Approved	\$116,665.96
	Amount	\$72,862.13
P-14-09 For the supply of all labour, material and equipment necessary to carry out work associated with the hosting and relocation of the Region's IT Services backup data centre. The Region maintains a primary Data Centre at the Administrative Building in Newmarket, and a secondary data centre is maintained in a separate location to ensure business continuity in the event of a disaster and to provide a development and testing environment. (Term: 1 year) Section 9.1 Purchasing Bylaw - Direct Purchase exceeds the value of \$100,000 which requires Council approval.	No. of Bids/ Contract Renewals	Direct Purchase Section 9.1 Purchasing Bylaw
	Contractor	Rogers Data Centres, Inc.
	Previously Approved	\$243,675.00
	Amount	\$172,800.00
CAO Awards - Supplies & Services	TOTAL	\$3,960,685.13
P-15-20 For the supply of all labour, material and equipment necessary to carry out work associated with exclusive advertising rights on the interior and exterior of conventional York Region Transit busses. The revenue generating advertising rights include the fabrication, supply, installation, display, removal and maintenance, sales and administration of all advertising material. (Term: 5 years with the option to renew for 1 additional 5 year term*) *The additional 5 year renewal would be on the same terms and conditions and the guaranteed annual revenue and percentage of net revenue will be as set out in the contract.	No. of Bids/ Contract Renewals	4
	Contractor	Pattison Outdoor Advertising LP
	Previously Approved	
	Revenue Amount	\$6,000,000.00
CAO Revenue Awards - Supplies & Services	TOTAL	\$6,000,000.00