

The Regional Municipality of York

Committee of the Whole
Finance and Administration
May 5, 2022

Report of the Commissioner of Finance

Contract Awards, including Emergency Purchases, Fast Tracks, and Renewals between January 1, 2022, to March 31, 2022

1. Recommendation

Council receive this report for information.

2. Summary

This report advises Council of all contract awards and renewals over \$100,000 and all emergency purchases and fast tracks, awarded by the Chief Administrative Officer or Commissioners, from January 1, 2022, to March 31, 2022.

Pursuant to Sections 12, 16, 17, 21, and 22 of the [Procurement Bylaw](#) (2021-103) (“the Bylaw” or “the Procurement Bylaw”), a report shall be submitted to Council, on a regular basis to advise of these awards and approvals.

Key Points:

- All 112 purchases in the value of \$180.2 million were completed in compliance with the Procurement Bylaw
 - 68 contracts in the value of \$133.3 million were awarded by the Chief Administrative Officer
 - 44 contracts in the value of \$46.9 million were awarded by Commissioners
- Included in the 112 contracts are
 - 52 new contract awards worth \$107.7 million
 - 24 emergency purchases worth \$2.5 million
 - 6 fast tracks worth \$4.9 million
 - 30 renewals worth \$65.1 million
- Private Attachment 1 to this report will be considered in private session as the items within it are related to the security of Regional property

3. Background

This report reflects the lower competitive procurement threshold in the new Procurement Bylaw (2021-103)

The new Procurement Bylaw came into effect January 1, 2022 and lowered the competitive procurement threshold from \$150,000 to \$100,000. This brings the Bylaw in alignment with requirements of domestic and international trade treaties.

To increase process efficiency, the new Bylaw accords greater authority to the Chief Administrative Officer to award contracts resulting from requests for tenders or requests for proposals, at any value, including Request for Proposals (RFPs) over \$2,000,000, provided the cumulative term of contract does not exceed five years. In the previous Bylaw (Purchasing Bylaw 2017-13), RFPs over \$2,000,000 required Council approval to award.

The new Bylaw also transfers authority for the award of optional renewal terms from the Chief Administrative Officer to Commissioners, regardless of value, as long as the contracts are procured in accordance with the new Bylaw. As an additional efficiency, as of February 15, 2022, the Chief Administrative Officer has further delegated authority to Commissioners to renew procurements awarded under past bylaws. As such, all renewals reported in 2022 and beyond will be identified at the Commissioner approval level.

The new Bylaw also accords greater authority to the Chief Administrative Officer for non-standard procurements, with a total cost of over \$100,000 up to \$500,000. Council will no longer be required to approve procurements at this threshold level through the Contract Awards and Amendments Requiring Council Approval Report.

4. Analysis

Contract awards, including emergency purchases, fast tracks, and renewals have a total value of \$180.2 million

As shown in Figure 1, during Q1, 112 contract awards including emergency purchases, fast tracks and renewals worth \$180.2 million were authorized by the Commissioners, Chief Administrative Officer, and the Regional Chair, as applicable.

Figure 1
Value of Contracts Awarded in Q1 2022 by Type (\$ Millions)

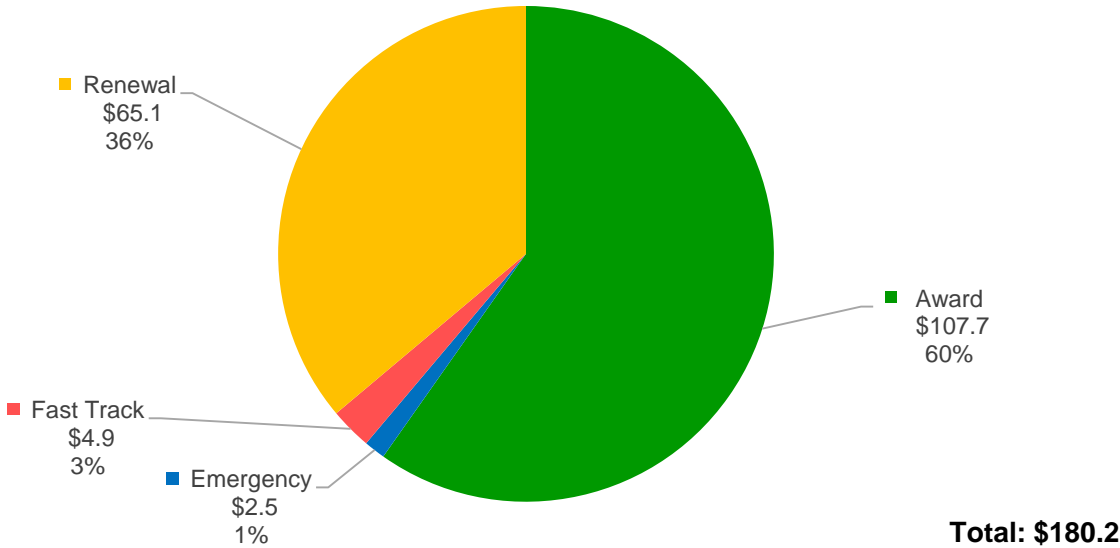
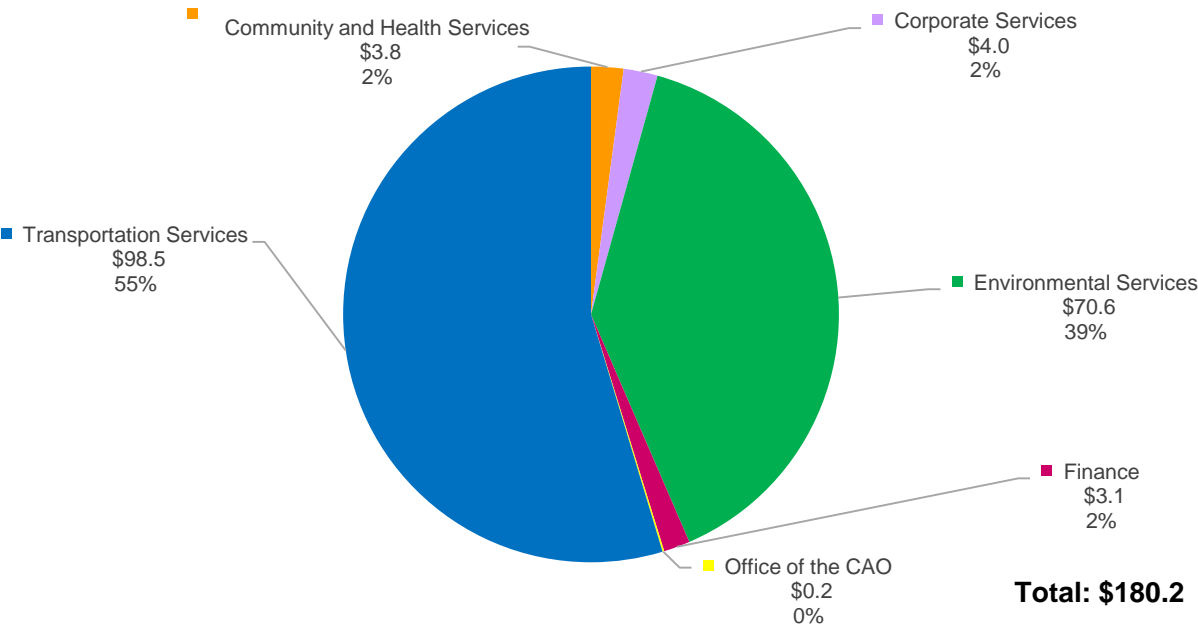


Figure 2
Value of Contracts Awarded in Q1 2022 by Department (\$ Millions)



Attachment 1 and Private Attachment 1 provide a list of contract awards, including renewals, from January 1, 2022, to March 31, 2022, with a description of each type of procurement activity.

A private attachment was required, pursuant to Section 239 (2a) of the *Municipal Act, 2001*, as the subject matter involves the security of Regional property.

Table 1 illustrates the average contract values awarded by the different departments.

Table 1
Average Contract Value in Q1 2022

Department	Average Contract Value (\$)
Community and Health Services	114,827
Corporate Services	444,488
Environmental Services	2,715,903
Finance	342,719
Office of the CAO	225,000
Transportation Services	2,897,153
Overall	1,608,934

COVID-19 related procurement activities have been identified in this report

There were 21 COVID-19 related procurement activities identified in this report

Of the 21 COVID-19 related contracts awarded during Q1, there was one contract award and 20 emergency awards, with the total awarded value of \$1.5 million.

Of these 21 COVID-19 related activities, there were:

- 1 award worth \$0.2 million
- 20 emergency purchases worth \$1.3 million

The table below provides an overview of the total number and cost of the COVID-19 related awards in 2022. More specifically, the COVID-19 related items for Q1 summarized below were associated with disinfection cleaning services; provision of external staffing services including registered nurses, registered practical nurses, personal support workers and resident support aids; rapid testing program services; software licenses; and transportation services for individuals with COVID-19.

Table 2
Overview of COVID-19 Related Emergency Purchases Q1 2022

Quarter	# of COVID-19 Related Awards	# of Total Awards	% of Awards	Total Award Value of COVID-19 Related Emergency purchases (\$)	Total Awards Value (\$)	% of Total Value
Q1	21	112	19	14,464,560	180,200,662	8%

5. Financial

All contract awards, including emergency purchases, fast tracks, and renewals, were within approved budgets.

6. Local Impact

There is no local municipal impact associated with this report.

7. Conclusion

The total value of the 112 contract awards, including emergency purchases, fast tracks, and renewals, in Q1 was \$180.2 million.

All purchases identified in this report were completed in compliance with Procurement Bylaw and in accordance with all applicable Regional policies and procedures.

For more information on this report, please contact, Fadi Samara, Director, Procurement Office at 1-877-464-9675 ext. 71650. Accessible formats or communication supports are available upon request.



Recommended by:

Kelly Strueby

Acting Commissioner of Finance and Regional Treasurer



Approved for Submission:

Bruce Macgregor

Chief Administrative Officer

April 20, 2022

Attachment (1)

Private Attachment (1)

eDocs # 13722822