

The Regional Municipality of York

Committee of the Whole
Finance and Administration
September 8, 2022

Report of the Commissioner of Finance

Contract Awards, including Emergency Purchases, Fast Tracks, and Renewals between April 1, 2022, to June 30, 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 April 1, 2022, to June 30, 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 96 purchases in the value of \$202.0 million were completed in compliance with the Procurement Bylaw
 - 52 contracts in the value of \$181.8 million were awarded by the Chief Administrative Officer
 - 44 contracts in the value of \$20.2 million were awarded by Commissioners
- Included in the 96 contracts are:
 - 46 contract awards worth \$178.1 million
 - 17 emergency purchases worth \$10.1 million
 - 10 fast tracks worth \$0.7 million
 - 23 renewals worth \$13.1 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 \$202.0 million

As shown in Figure 1, during Q2, 96 contract awards including emergency purchases, fast tracks and renewals worth \$202.0 million were authorized by the Commissioners, Chief Administrative Officer, and the Regional Chair, as applicable.

Figure 1
Value of Contracts Awarded in Q2 2022 by Type (\$ Millions)

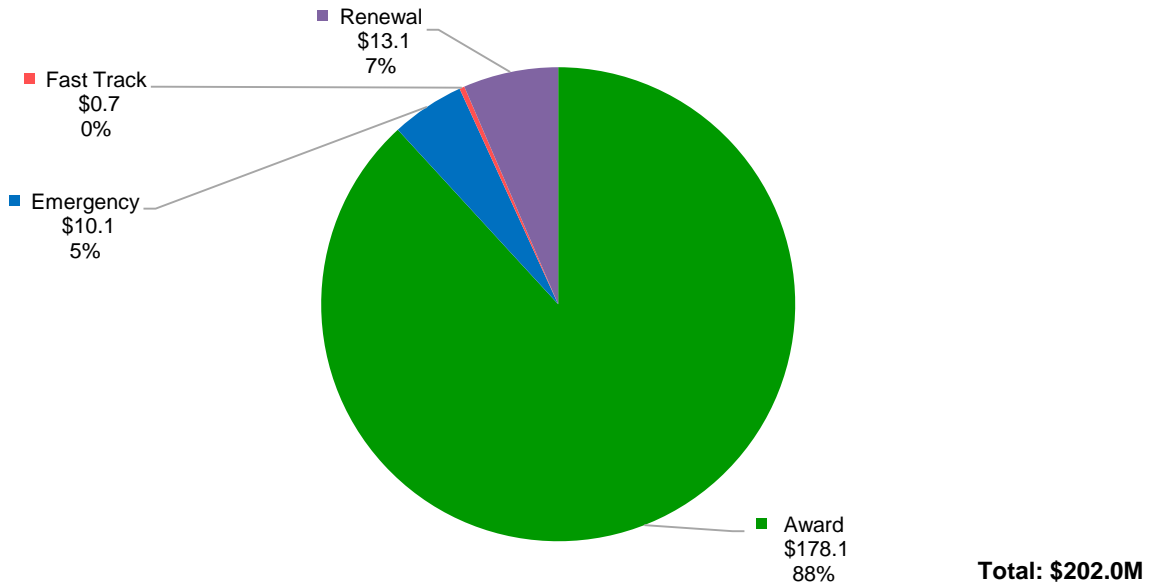
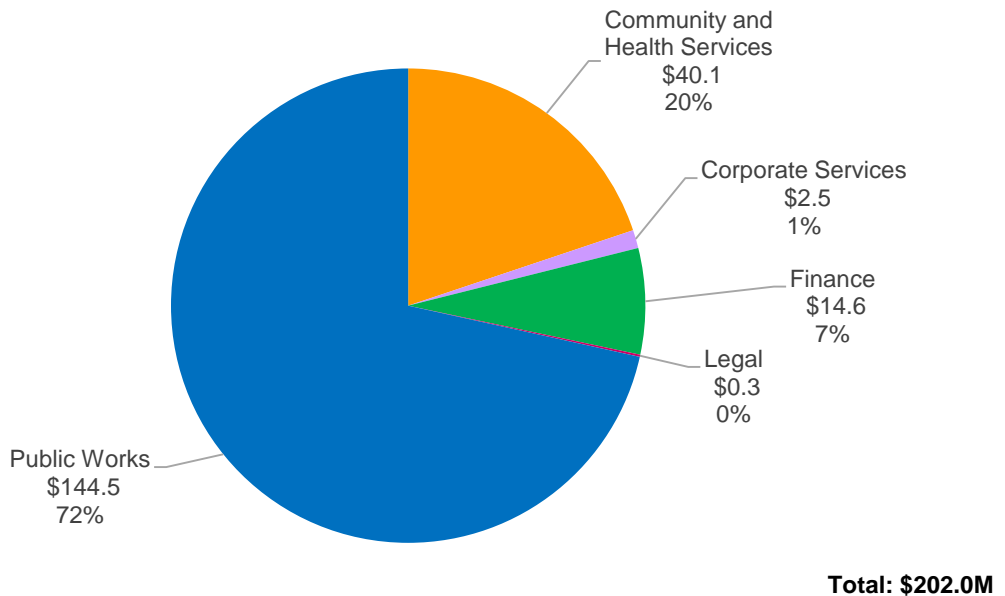


Figure 2
Value of Contracts Awarded in Q2 2022 by Department (\$ Millions)



Attachment 1 and Private Attachment 1 provide a list of contract awards, including renewals, from April 1, 2022, to June 30, 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 Q2 2022

Department	Average Contract Value (\$)
Community and Health Services	1,215,767
Corporate Services	351,644
Finance	2,080,287
Legal and Court Services	350,000
Public Works	3,010,080
Overall	2,103,934

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

There are five COVID-19 related procurement activities identified in this report, all of which were emergency awards with a total awarded value of \$1 million, which reflect a decrease in volume from Q1 (see Table 2).

At the same time, the Region is preparing for new waves of COVID-19, which will result in procurement volume volatility due to operational demands. The volume of activities will depend on the severity of future COVID-19 waves and staff continue to proactively monitor and prepare for associated procurement needs.

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 Q2 were associated with disinfection cleaning services and materials; provision of external staffing services including registered nurses, registered practical nurses, personal support workers; and security services.

Table 2
Overview of COVID-19 Related Emergency Purchases Q1 – Q2 2022

Quarter	# of COVID-19 Related Awards	# of Total Awards	% of Awards (%)	Total Award Value of COVID-19 Related Purchases (\$)	Total Awards Value (\$)	% of Total Value (%)
Q1	21	112	19	14,464,560	180,200,662	8
Q2	5	96	5	981,968	201,977,664	0.5

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 96 contract awards, including emergency purchases, fast tracks, and renewals, in Q2 was \$202.0 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:

Laura Mirabella, FCPA, FCA
Commissioner of Finance and Regional Treasurer



Approved for Submission:

Bruce Macgregor
Chief Administrative Officer

August 11, 2022
Attachment (1)
Private Attachment (1)
eDocs # 14043226