

The Regional Municipality of York

Committee of the Whole
Finance and Administration
April 13, 2023

Report of the Commissioner of Finance

Contract Awards, including Emergency Purchases, Fast Tracks, and Renewals between July 1, 2022, to December 31, 2022

1. Recommendations

Council receive this report for information.

2. Summary

This report advises Council of all contract awards, including emergency purchases, fast tracks and renewals, pursuant to Sections 6.2(g), 15.4, 16.3, 17.6, and 21.8 of the [Procurement Bylaw 2021-103](#) (“the Bylaw”), which identifies that a report shall be submitted to Council regularly to advise of procurement activities.

Key Points:

- All 234 purchases in the value of \$563,704,877 were completed in compliance with the Bylaw
 - 129 contract awards worth \$407,852,270
 - 22 emergency purchases worth \$20,828,855
 - 23 fast tracks worth \$4,007,498
 - 60 renewals worth \$131,016,254
- 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, pursuant to Section 239(2) (a) of the *Municipal Act*, 2001

3. Background

This report reflects the lowered competitive procurement threshold and other changes in the new Procurement Bylaw (2021-103)

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

To increase process efficiency, the new Bylaw accords greater authority to the Chief Administrative Officer (CAO) to award contracts resulting from Requests for Tenders (RFTs) or Requests for Proposals (RFPs), at any value, including RFPs over \$2,000,000, provided the cumulative term of contract does not exceed five years. In the previous Purchasing Bylaw 2017-30, 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 CAO to Commissioners, regardless of value, as long as the contracts are procured in accordance with the new Bylaw. As an additional efficiency, in February 2022, the CAO 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 CAO 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 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 \$563,704,877

Table 1 identifies all the contract awards including emergency purchases, fast tracks and renewals authorized by the Commissioners, and the CAO and Regional Chair, as applicable, from Q3 and Q4 2022.

Table 1
Overall Summary of Report Inclusions

Quarterly Activities by Department	Volume of Report Inclusions	Value of Report Inclusions (\$)
Q3 (July 1, 2022 – September 30, 2022)	97	267,762,950
Awards	58	253,806,467
Community and Health Services	8	3,626,177
Corporate Services	13	40,648,422
Finance	2	3,682,270
Office of the CAO	2	648,827
Public Works	33	205,200,772
Emergencies	5	289,613
Community and Health Services	2	121,320
Office of the CAO	1	90,000

Quarterly Activities by Department	Volume of Report Inclusions	Value of Report Inclusions (\$)
Public Works	2	78,293
Fast Tracks	10	1,978,507
Community and Health Services	8	1,839,364
Corporate Services	2	139,143
Renewals	24	11,688,363
Community and Health Services	9	1,742,710
Corporate Services	5	2,955,696
Finance	1	-
Public Works	9	6,989,957
Q4 (October 1, 2022 – December 31, 2022)	137	295,941,927
Awards	71	154,045,803
Community and Health Services	11	4,855,779
Corporate Services	17	22,655,691
Finance	1	1,475,000
Office of the CAO	5	19,077,223
Public Works	37	105,982,111
Emergencies	17	20,539,242
Community and Health Services	4	1,132,106
Corporate Services	1	96,440
Public Works	12	19,310,696
Fast Tracks	13	2,028,991
Community and Health Services	8	904,263
Corporate Services	1	43,430
Public Works	4	1,081,297
Renewals	36	119,327,891
Community and Health Services	11	2,228,079
Corporate Services	2	317,478
Legal Services	2	97,610
Public Works	21	116,684,724
TOTAL	234	563,704,877

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

Table 2 outlines the total volume and value of COVID-19 related procurements in 2022.

The Region continues to prepare 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.

Table 2
COVID-19 Related Inclusions

2022 Quarter	Volume of COVID-19 Related Inclusions	Volume of Report Inclusions	Value of COVID-19 Related Inclusions (\$)	Value of Report Inclusions (\$)
Q1	21	112	14,464,560	180,200,662
Q2	5	96	981,968	201,977,664
Q3	3	97	1,223,570	267,762,950
Q4	3	137	0	295,941,927

In Q3, the COVID-19 items were related to extensions and increases for the provision of healthcare supplies, professional healthcare services, and biomedical waste pick-up and removal services for the Newmarket and Maple long-term care centres.

In Q4, the COVID-19 items were related to time-only extensions for the provision of courier services, biomedical waste pick-up and removal services, and cleaning supplies for the Newmarket and Maple long-term care centres, as well as the Regional Immunization clinics and mobile clinics.

As of year-end, contract awards including emergency purchases, fast tracks and renewals reported through the quarterly reports have a total value of \$945,883,202

As summarized in Table 3, in total, 442 procurement activities were awarded in 2022, in the value of \$945,883,202.

Table 3
2022 Summary of Contract Awards,
including Emergency Purchases, Fast Tracks and Renewals

Type	Volume of Report Inclusions	Value of Report Inclusions (\$)
Awards	227	693,639,396
Q1	52	107,670,176
Q2	46	178,116,949
Q3	58	253,806,467
Q4	71	154,045,803
Emergencies	63	33,395,130
Q1	24	2,512,549
Q2	17	10,053,726
Q3	5	289,613
Q4	17	20,539,242
Fast Tracks	39	9,673,444
Q1	6	4,935,259
Q2	10	730,687
Q3	10	1,978,507
Q4	13	2,028,991
Renewals	113	209,175,232
Q1	30	65,082,677
Q2	23	13,076,301
Q3	24	11,688,363
Q4	36	119,327,891
TOTAL	442	945,883,202

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 234 contract awards, including emergency purchases, fast tracks, and renewals, from Q3 to Q4 2022 was \$563,704,877.

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

Commissioner of Finance and Regional Treasurer



Approved for Submission:

Bruce Macgregor

Chief Administrative Officer

March 24, 2023

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Attachment 1 - Contract Awards from July 1 to December 31, 2022

Private Attachment 1 - Contract Awards from July 1 to December 31, 2022