

# The Regional Municipality of York

Committee of the Whole  
Community and Health Services  
June 13, 2019

Report of the Commissioner of Community and Health Services

## Direct Purchase and Product Standard Approvals for Paramedic Services

### 1. Recommendations

1. Council authorize the purchase of linen, laundry services and technological solutions from service providers listed in Attachments 1, 2, and Private Attachment 3 pursuant to the direct purchase provisions of the Purchasing Bylaw, for terms not to exceed five years, at a total cost not to exceed \$4,818,221, excluding HST, that commence in 2019.
2. Council approve the standardization of ambulance batteries, command vehicles, laptop computers and computer mounts as described in Attachment 4 for use by the York Region Paramedic Services fleet.
3. The Commissioner of Community and Health Services be authorized to negotiate and execute the necessary purchase agreements.
4. The Commissioner of Community and Health Services be authorized to delegate execution of purchase agreements and associated renewals to the General Manager, Paramedic and Seniors Services, provided the amounts are within with the General Manager's delegated signing authority limits.

### 2. Summary

This report seeks approval to enter into purchase agreements between York Region and seven service providers identified in Attachments 1, 2 and Private Attachment 3. These direct purchases are required to continue providing quality patient care and meet Ministry of Health and Long-Term Care and *Ambulance Act* requirements. If approved, all purchase agreements will be effective in 2019. This report also seeks approval for standardizing the purchase of the items listed in Attachment 4 because of their compatibility with existing equipment, facilities and services.

## Key Points:

Paramedic Services seeks approval for the following:

- To establish new purchase agreements for linen and laundry services with Mackenzie Richmond Hill Hospital, Markham Stouffville Hospital, Southlake Regional Health Centre and Ecotex Healthcare Linen Service LP (Ecotex), as described in Attachment 1
- To purchase the products/services described in Attachment 2 for the Paramedic Services fleet from the only entity reasonably capable of providing the goods and services
- To purchase the necessary technologies to support software upgrades described in Private Attachment 3
- To approve standardizing the items listed in Attachment 4 for the Region's ambulances, rapid response and command unit vehicles

Private Attachment 3 in this report is private pursuant to section 239(2) (a) of the *Municipal Act, 2001* because the subject matter of the attachment involves security of the Region's property.

## 3. Background

### **Council approval is required in certain circumstances**

The items listed in Attachments 1, 2 and Private Attachment 3 require Council approval because they are subject to one or more of the following conditions:

**Direct Purchases:** Section 10 of Bylaw No. 2017-30 permits direct purchases of goods and services exceeding \$150,000, subject to Council approval, as follows:

- Section 10.1(a) permits direct purchases when the paramount consideration is compatibility with existing equipment, facilities or services
- Section 10.1 (b) permits direct purchases when there is only one legal entity reasonably capable of providing the deliverables

**Contracts greater than five years:** Council approval is also required under Section 18.1(a) of the Purchasing Bylaw, because the aggregate term of some of the agreements is, or will be, greater than five years.

Council approval is required for the items in Attachment 4 to be in compliance with the Canadian Free Trade Agreement and the Comprehensive Economic and Trade Agreement.

## 4. Analysis

### **New contracts are needed for linen and laundry services**

Paramedic Services requires linen services to provide each patient with fresh, clean linen (e.g., sheets, blankets and pillowcases) and has purchased linen and laundry services from regional hospitals since 2000. In [June 2014](#) Council authorized five-year contracts to purchase linen services from Mackenzie Richmond Hill Hospital, Markham Stouffville Hospital and Southlake Regional Health Centre and these contracts are set to expire on July 31, 2019. Paramedic Services is seeking approval to enter into new five-year contracts from August 1, 2019 to July 31, 2024 with each hospital for the continued provision of linen and laundry services.

The Region also seeks approval to enter into a new contract with Ecotex from August 1, 2019 to July 31, 2024 to provide linen and laundry services for Paramedic Services headquarters for up to a five-year term.

The five-year value of the four proposed contracts for linen and laundry services is \$3,372,250, excluding taxes. See Attachment 1 for further details and costs of the linen and laundry contracts.

### **Direct purchase of parts and services is required from Rowland Emergency Vehicle Products**

Paramedic Services seeks Council approval to execute a new contract with Rowland Emergency Vehicle Products because they are the only entity reasonably capable of providing the deliverable. The total value of this contract is \$750,000, excluding HST. See Attachment 2 for further explanations regarding contract dates, the need for this purchase and details about the cost.

### **Direct purchases of technology are required for their compatibility with existing services**

Paramedic Services recommends the direct purchases of the technologies described below because of their compatibility with existing services:

- Updated software at refueling stations
- The continued purchase of scheduling software licensing and maintenance

The total value of these contracts is \$695,971, excluding HST. See Private Attachment 3 for further explanations regarding contract expiry dates, the need for these purchases and details about costs.

## **Paramedic Services would benefit from standardizing items for use in its fleet**

Paramedic Services seeks Council approval to designate the following items as product standards because of their compatibility with existing fleet equipment:

- Interstate's conversion/starting batteries as the standard battery for the Region's ambulances
- Chevrolet Tahoes as the standard SUV for rapid response and command unit vehicles
- Panasonic Toughbook computing devices
- Gamber Johnson computer mounts for the Region's ambulances

If approved for standardization, the above-mentioned products will be purchased through a competitive procurement process.

See Attachment 4 for further explanation of the need to standardize these items.

## **5. Financial**

The seven vendor purchase agreements shown in Table 1 have been identified to fulfill the highly specialized requirements for Paramedic Services. Staff work to achieve value for money by networking with other Paramedic Services through the Ontario Association of Paramedic Chiefs Logistics Sub-Committee to compare products/services purchased and prices paid. This information is used to negotiate the best deal possible with the vendors listed in Table 1. The total estimated value for all of these contracts, including any renewal terms, is \$4,818,221, excluding HST. The estimated total costs are based on historical purchases, anticipated growth and yearly increases based on the projected Consumer Price Index.

**Table 1**  
**Value of Proposed Purchase Agreements**

<b>Vendor</b>	<b>Product/Service</b>	<b>Value (excluding HST)</b>
Ecotex	Linen and laundry services for Paramedic Services Headquarters	\$1,348,750
Mackenzie Richmond Hill Hospital	Linen and laundry services	\$674,500
Markham Stouffville Hospital	Linen and laundry services	\$674,500
Southlake Regional Health Centre	Linen and laundry services	\$674,500
Rowland Emergency Vehicle Products Inc.	Emergency response conversion repair and maintenance	\$750,000
Identified in Private Attachment 3	Mobile services for Region owned fuel sites	\$600,000
Identified in Private Attachment 3	Continued provision of scheduling software licensing and maintenance	\$95,971
<b>Total</b>		<b>\$4,818,221</b>

The costs to purchase the products and services listed in Attachments 1, 2, Private Attachment 3 and Attachment 4 will be managed within the approved annual operating and capital budgets for Paramedic Services. As new service providers may emerge within the marketplace, York Region Paramedic Services will continually assess providers to ensure that best value-for-dollar is achieved. This will be done by using the Region’s bid solicitation processes; attending annual tradeshow and conferences; and networking through the Ontario Association of Paramedic Chiefs working groups that meet throughout the year.

## **6. Local Impact**

Purchasing the goods and services described in this report will enable Paramedic Services to continue to deliver effective, efficient programs and services and provide high-quality patient care to meet local and regional needs.

## 7. Conclusion

This report seeks Council approval to authorize the Commissioner of Community and Health Services to negotiate and execute eleven purchase agreements for linen, laundry services and technological solutions under the direct service provisions of the Purchasing Bylaw. These direct purchases are required to continue providing quality patient care and meet the requirements of the Ministry of Health and Long-Term Care and *Ambulance Act*.

Council approval is also sought for the standardization of ambulance batteries, command vehicles, laptop computers and computer mounts because of their compatibility with the Region's ambulances, rapid response and command unit vehicles. If approved for standardization, these products will be purchased through competitive procurement processes.

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For more information on this report, please contact Lisa Gonsalves, General Manager, Paramedic and Seniors Services at 1-877-464-9675 ext. 72090. Accessible formats or communication supports are available upon request.

Recommended by: **Katherine Chislett**  
Commissioner of Community and Health Services

Approved for Submission: **Bruce Macgregor**  
Chief Administrative Officer

May 30, 2019  
Attachments (3)  
Private Attachment (1)  
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