

Clause No. 1 in Report No. 1 of Chief Administrative Officer was adopted, without amendment, by the Council of The Regional Municipality of York at its meeting held on November 13, 2014.

1

**DELEGATION OF AUTHORITY DURING SUMMER RECESS
June 27, 2014 – September 10, 2014**

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 Regional Chairman and the Chief Administrative Officer during the 2014 summer recess.

3. BACKGROUND

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

Regional Council enacted a bylaw to provide that when Council meetings are suspended over summer recess, the Regional Chair and the Chief Administrative Officer, or in the absence of the Regional Chair, the Chief Administrative Officer and the Regional Treasurer be authorized 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 Regional Chair and the Chief Administrative Officer or in the absence of the Regional Chair, the Chief Administrative Officer and the Regional Treasurer being 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 Regional Chair and 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

The total value of the contracts awarded and the acquisition of real property pursuant to the authority delegated to the Regional Chairman and Chief Administrative Officer was \$32,407,892.42.

The total value of the 10 contracts awarded was \$15,376,010.97 and the total value of the 7 acquisitions of real property was \$17,031,881.45 pursuant to the authority delegated to the Regional Chairman and Chief Administrative Officer.

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

Attachment 1 provides a list of contracts and the acquisition of real property awarded by the Regional Chairman and the Chief Administrative Officer from June 27, 2014 to September 10, 2014.

Link to key Council-approved plans

This report is consistent with the 2011 to 2015 Strategic Plan's objective of practicing sound fiscal management.

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 Regional Chairman and the Chief Administrative Officer were delegated authority to approve matters required to ensure that the business of the Region carried on during the 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 at Ext. 71650 or Joy Hulton at Ext. 71417.

The Senior Management Group has reviewed this report.

Attachments (1)

**Delegation of Authority During Summer Recess
June 27, 2014 - September 10, 2014**

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

Regional Chairman and Chief Administrative Officer - Supplies and Services

Contract and Description		
<p>For the supply of all labour, material and equipment necessary to carry out work associated with the implementation of Harvard ManageMentor II Software (HMM). HMM is the leading online on demand learning and performance support resource that incorporates proven practices to reinforce learning and build management skills addressing a broad range of business topics. The program offers proven insights and tools grounded in research from acknowledged thought leaders that are readily applicable and enhance manager's daily performance.</p> <p>In early 2013 HMM was selected by Human Resources to explore as a corporate tool for a one year pilot. Senior management trialed the program with favorable feedback.</p> <p>(Term: 3 years)</p>	File Number	PO84924
	Vendor/Owner/Contractor	Sher & Associates II Inc.
	Date Authorized	July 22, 2014
	Amount	\$130,913.36
<p>For the supply of all labour, material and equipment necessary to carry out work associated with PeopleSoft ERP Support Services.</p> <p>PeopleSoft ERP is a system of business management applications that automate and integrate major business processes. The Region uses 4 PeopleSoft applications, including Human Capital Management, Payroll, Financials, and Enterprise Performance Management. Since the initial implementation of PeopleSoft in 1998, maintenance and support services have been directly purchased from Oracle as they were the only entity capable of providing these services. The existing Oracle contract expires on August 31, 2014. A recent review by IT Services staff, performed in consultation with business stakeholders, determined that there is no existing business requirement to upgrade PeopleSoft beyond the latest version (version 9.2). Required PeopleSoft support services (without upgrades) can be provided by only one other vendor, Rimini Street Inc.</p> <p>(Term: 3 years with an option to renew for 2 additional 1 year terms)</p>	File Number	PO85124
	Vendor/Owner/Contractor	Rimini Street Inc.
	Date Authorized	August 27, 2014
	Amount	\$1,038,733.00
<p>For the supply of all labour, material and equipment necessary to carry out work associated with the implementation of Microsoft Project Server software. UMT360 is an off-the shelf financial management solution for capital projects that integrates with Project Server to provide tracking, reporting and analytics, prioritization, budgeting and forecasting. The Region's Microsoft Enterprise Agreement includes the use of Project Server. Environmental Services Capital Planning and Delivery Branch initiated a project to implement Project Server to manage the branch's capital projects. During the requirements stage of the project, it was determined that a software add-on to Project Server would be required to provide the necessary financial management and reporting functionality.</p> <p>(Term: 5 years)</p>	File Number	PO85096
	Vendor/Owner/Contractor	UMT360
	Date Authorized	September 3, 2014
	Amount	\$271,921.00
<p>For the supply of all labour, material and equipment necessary to carry out work associated with the Region's pagers, cellphones, smartphones and cellular modems used by Regional staff to support business operations and productivity while out of the office. Agreements with telecommunications companies are required to maintain cellular and paging wireless services for existing mobile devices and to replace or add devices.</p> <p>In 2010, the CAO authorized Regional participation in 3 separate three-year agreements with Bell, Rogers and Telus under the Province of Ontario's Vendor of Record (VOR) Agreements. The Agreements provided discounts to the Region for different types of cellular and paging wireless services and devices. In February of 2014, the Province signed a new VOR with Bell, Rogers and Telus; the rates in the new VOR are higher than those provided in the previous VOR's. The Region's agreements have the option of using the latest VOR or to renew under the terms and conditions of the previous agreements. The Region chose the option to renew the agreements as it was a better value than the VOR agreements.</p> <p>Bell Mobility Inc. - \$2,103,000.00, Rogers Communications - \$1,042,000.00 Telus Communications Company - \$5,625,000.00</p> <p>(Term: 3 years)</p>	File Number	PO85092/85093/85094
	Vendor/Owner/Contractor	Bell Mobility Inc. Rogers Communications Telus Communications Company
	Date Authorized	July 29, 2014
	Amount	\$8,770,000.00

<p>For the supply of all labour, material and equipment necessary to carry out work associated with the Region's Voice-Over-Internet-Protocol (VOIP) connections, Public Switched Telephone Network (PSTN) and for specialty applications such as elevator emergency phone and fax lines. The Region leases connections ('voice services') to the PSTN from Bell Canada. A newer voice services standard called Session Initiated Protocol (SIP) is available that could be employed by the Region to replace some legacy voice services connections. One-year extensions of the current contracts are required in order to provide time to properly assess and test SIP for its inclusion in a request for tender (RFT) for voice services in 2015.</p> <p>(Term: 1 year)</p>	File Number	PO85152
	Vendor/Owner/Contractor	Bell Canada
	Date Authorized	August 25, 2014
	Amount	\$1,060,000.00
<p>For the supply of all labour, material and equipment necessary to carry out work associated with the assessment of long-term care convalescent program and services. Consulting services include research, option development and recommendations for consideration by our Municipal Long-Term Care and Seniors Division.</p> <p>(Term: 3 months from notice to commence work)</p>	File Number	PO85158
	Vendor/Owner/Contractor	Optimus SBR Inc.
	Date Authorized	August 26, 2014
	Amount	\$115,050.00
<p>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, which has not been performing well for large-scale storage requirements. Information Technology Services has had previous experience using HP storage products, with good performance results within the Region's technology environment. A migration of the Region's large-scale storage infrastructure from Pillar to 3PAR is recommended. 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.</p> <p>(Term: 2 years with an option to renew for 1 additional 1 year term)</p>	File Number	PO84603
	Vendor/Owner/Contractor	Compugen Inc.
	Date Authorized	August 26, 2014
	Previously Approved	1,300,000.00
	Amount	\$1,170,223.11
<p>For the supply of all labour, material and equipment necessary to carry out work associated with fleet focus M5 inventory, software maintenance and professional services. Fleet focus M5 software is used by Transit, Roads, EMS and York Regional Police (YRP) for several asset management processes including integrated work order management, vehicle and equipment tracking, preventative maintenance planning, and inventory management.</p> <p>(Term: 5 years)</p>	File Number	PO82824
	Vendor/Owner/Contractor	AssetWorks Inc.
	Date Authorized	August 25, 2014
	Amount	\$1,456,295.00
<p>For the supply of all labour, material and equipment necessary to carry out work associated with digital private lines for 9-1-1 call centres. York Regional Police (YRP) maintains a primary 9-1-1 Call Centre at the Administrative Building in Newmarket, and a secondary (back-up) 9-1-1 Call Centre at the South Services Centre in Richmond Hill. The two Call Centres are linked using Digital Private Lines (DPLs) which provide a direct connection between telephone systems at different locations. This supports the re-routing of 9-1-1 calls in the event of a primary Call Centre failure. With the opening of the York Regional Police (YRP) Central Services Building in Aurora, the primary Call Centre is being relocated to the new building with the secondary Call Centre moving to the Administrative Building. Installation and leasing of two new DPLs is required to link the relocated Call Centres.</p> <p>(Term: 5 years)</p>	File Number	
	Vendor/Owner/Contractor	Bell Canada
	Date Authorized	August 25, 2014
	Amount	\$147,738.00
<p>The existing Keswick Water Treatment Plant (WTP) was identified as a water supply component that requires high priority rehabilitation to ensure continuity of water supply services within the Georgina Water Supply System. Due to the critical scope and impact of the Keswick Water Treatment Plant Rehabilitation project on the Georgina Drinking Water System, Capital Planning and Delivery has obtained a Capital Cost Recovery Agreement from Hydro One, which will complete all of the expansion work required to ensure safe power supply to Keswick WTP at all time. The proposed power supply upgrades will provide a new service connection which will reduce the duration of power outages, thereby improving operational efficiencies at the facility.</p> <p>(Term: 1 year)</p>	File Number	PR00002625
	Vendor/Owner/Contractor	Hydro One Networks Inc.
	Date Authorized	September 8, 2014
	Amount	\$1,215,137.50
CAO/Chair Awards - Supplies & Services	TOTAL	\$15,376,010.97

**Regional Chairman and Chief Administrative Officer
Acquisition of Real Property**

Regional Chairman and Chief Administrative Officer - Legal Services

Contract and Description		
Acquisition of real property for the purpose of widening and reconstruction of road and intersection improvements in order to provide designated lanes for the Viva transit system along Davis Drive in the Town of Newmarket.	File Number	90991
	Vendor/Owner/Contractor	1755606 Ontario Ltd. And Dr. Byung Moon
	Date Authorized	July 22, 2014
	Amount	\$212,980.00
Acquisition of real property for the purpose of widening and reconstruction of Bayview Avenue from Elgin Mills Road East to Stouffville Road in the Town of Richmond Hill.	File Number	80670/80680
	Vendor/Owner/Contractor	Gottfried Muench and Beverley Muench
	Date Authorized	July 22, 2014
	Amount	\$113,865.00
Acquisition of real property for the purpose of widening and reconstruction of Bayview Avenue from Elgin Mills Road East to Stouffville Road in the Town of Richmond Hill.	File Number	806780/80680
	Vendor	1430518 Ontario Limited
	Date Authorized	July 22, 2014
	Amount	\$183,500.00
Acquisition of real property for the purpose of widening and reconstruction of Bathurst Street from Highway 7 to Elgin Mills Road West in the Town of Richmond Hill.	File Number	81390
	Vendor/Owner/Contractor	York Region Condominium Corporation No. 893
	Date Authorized	July 22, 2014
	Amount	\$180,000.00
Acquisition of real property for the purpose of widening and reconstruction of Bathurst Street from Highway 7 to Elgin Mills Road West in the Town of Richmond Hill.	File Number	81390
	Vendor/Owner/Contractor	A.T.R. Laboratories Inc.
	Date Authorized	July 22, 2014
	Amount	\$110,000.00
Acquisition of real property for the purpose of widening and reconstruction of Bathurst Street from Highway 7 to Elgin Mills Road West in the Town of Richmond Hill.	File Number	81390
	Vendor/Owner/Contractor	Grace Baptist Church of Richmond Hill
	Date Authorized	August 29, 2014
	Amount	\$240,000.00
Lease of premises at 50 High Tech Road, Richmond Hill (South Services Centre) for the Region has been extended for an additional period of 10 years and 5 months commencing on August 1, 2021 and expiring on December 31, 2031 (the "Extended Term") Basic Rent applicable to the Extended Term has been discounted from \$3,126,200.00/a in the last year of the initial term to \$1,535,187.50/a for the duration of the Extended Term. Basic Rent applicable to the Extended Term totals \$15,991,536.45.	File Number	
	Vendor/Owner/Contractor	Condor York Holdings Inc.
	Date Authorized	August 29, 2014
	Amount	\$15,991,536.45
CAO Awards - Legal Services	TOTAL	\$17,031,881.45