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DELEGATION OF AUTHORITY DURING SUMMER MONTHS

The Finance and Administration Committee recommends the adoption of the recommendation contained in the following report dated September 15, 2011, from the Commissioner of Corporate Services.

1. RECOMMENDATION

It is recommended that this report be received 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 2011 summer recess.

3. BACKGROUND

Authority was delegated to the Regional Chairman and the Chief Administrative Officer to ensure that Regional business carries on

At its meeting on June 23, 2011, Regional Council adopted recommendations delegating authority to the Regional Chairman and the Chief Administrative Officer to ensure that the business of the Region could carry on during the summer months when no Council meetings were held. Through the adoption of Clause No. 1 of Report No. 1 of the Chief Administrative Officer, the Regional Chairman and the Chief Administrative Officer, or in the absence of the Regional Chairman, the Chief Administrative Officer and the Regional Treasurer, were authorized to:

- a) Award and execute contracts and other forms of commitment where such matters are not otherwise currently delegated by Regional Council;
- b) Approve the acquisition or disposal of real property, including leases or 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 and administrative tribunals

This delegated authority is in addition to the authority granted by the Purchasing By-law which authorizes the Chief Administrative Officer to award contracts for an unlimited

amount, provided that a formal tender is issued, three bids are received and the award is made to the lowest responsive bidder. The Chief Administrative Officer may also award contracts as a result of Request for Proposals up to \$500,000. Contracts awarded pursuant to the authority of the Purchasing By-law are reported to Regional Council on a quarterly basis.

The authority delegated to the Regional Chairman and Chief Administrative Officer was subject to several conditions, including a requirement to submit a report to Regional Council at the earliest opportunity to advise of the approval of any contracts under this authority.

4. ANALYSIS AND OPTIONS

The total value of contracts awarded and acquisition of real property pursuant to the authority delegated to the Regional Chairman and Chief Administrative Officer was \$7,202,129.15

The total value of contracts awarded and acquisition of real property pursuant to the authority delegated to the Regional Chairman and Chief Administrative Officer is summarized in *Table 1* and *Table 2*:

Table 1
Contracts

Project	Description	Vendor/ Owner/ Contractor	Date Authorized	Amount (\$)
P-09-36	Contract Extension (one year) Armoured Car Services for the Regional Municipality of York. York Region Transit (3 rd Yr. Option) Previously approved: \$1,027,012.44	G4S Cash Solutions (Canada) Ltd.	CAO - July 22, 2011 Chair – July 22, 2011	534,148.15
P-11-67	Detailed Design Services Roadworks, Sanitary Sewer & Watermain 2nd Concession (YR.34) from Green Lane (YR.19) to Doane Road (YR.45), Town of East Gwillimbury (3 bids received)	McCormick Rankin Corporation	CAO –August 23, 2011 Chair – August 23, 2011	2,943,700.00

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P-10-35	Contract Extension (one year) For Creative & Strategic Services for York Region Transit (YRT). To create a marketing and communications plan, and related campaigns and activities. (2 nd Yr. Option) Previously approved: \$260,000.00	Acart Communications Inc.	CAO –June 27, 2011 Chair – June 27, 2011	260,000.00
PR00000613	Single Source For consulting, project management and advisory support services for the implementation of Microsoft System Center for a twelve month term. Consulting package is part of the Advisory Support Assistance Services program of York Region's existing Microsoft Premier Support Agreement	Microsoft Canada Co.	CAO –July 11, 2011 Chair – July 11, 2011	496,000.00
RFP-11-104-RT	H3 Environmental Consulting Services on Highway 7 between Bayview Ave. & Warden Ave. – vivaNext project	Conestoga Rovers & Assoc SPL Consultants Ltd.	CAO – Sept 21, 2011 Chair – Sept 21, 2011	506,055.00 236,061.00
TOTAL CONTRACTS				\$4,975,964.15

Table 2
Approving the Acquisition of Real Property

Project	Description	Vendor / Owner / Contractor	Date Authorized	Amount (\$)
#8578	Ninth Line / Main Street jog elimination, Town of Whitchurch-Stouffville	Fredrick Thomas Brown and Sheryl Elizabeth Brown	CAO - July 5, 2011 Chair – July 5, 2011	134,865.00
#7818	Construction of Well Pump House and Watermain, Town of Whitchurch-Stouffville	The Corporation of the Town of Whitchurch-Stouffville	CAO - July 11, 2011 Chair – July 11, 2011	310,000.00
#90996	Construction of the Toronto-York Spadina Subway Extension	2748355 Canada Inc.	CAO - July 25, 2011 Chair – July 25, 2011	197,500.00

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#90996	Construction of the Toronto-York Spadina Subway Extension	Toromont Industries Ltd.	CAO - July 25, 2011 Chair – July 25, 2011	Substantive Regional obligations (e.g. interim access to be constructed; installation of traffic signals) not finally quantified.
#8181	Widening of Highway 50 at Fogal Road, City of Vaughan	Ontario Infrastructure and Lands Corporation	CAO – August 9, 2011 Chair – August 9, 2011	81,500.00
D1 – Davis Drive	Expropriation (complete taking) of 432 Davis Drive, Town of Newmarket	Save It Holdings Ltd. and 1294909 Ontario Inc.	Appraisal Authorization Report approved by CAO on: August 28, 2011	1,245,000.00
#7426	Construction of the Kennedy Road Watermain, Town of Markham	1375504 Ontario Inc.	CAO – August 30, 2011 Chair – August 30, 2011	257,300.00
TOTAL ACQUISITION OF REAL PROPERTY				\$2,226,165.00

5. FINANCIAL IMPLICATIONS

All contracts awarded were included within the approved budgets. There are no other financial implications.

6. LOCAL MUNICIPAL IMPACT

There are no local municipal impacts associated with the report.

7. CONCLUSION

The Regional Chairman and the Chief Administrative Officer were delegated with the authority to approve matters required to ensure that the business of the Region carried on

as normal during the summer recess. The Authority delegated by Regional Council during this period is in addition to the authority delegated to the Chief Administrative Officer to award contracts pursuant to the Purchasing By-law. Authority exercised pursuant to the Purchasing By-law is reported separately.

For more information on this report, please contact Stan Gal, Director, Supplies and Services, at Ext. 1650.

The Senior Management Group has reviewed this report.