

The Regional Municipality of York Police Services Board

Public Board Meeting
February 23, 2022

Report of the Chief of Police

Contract Extensions Beyond Five Years

1. Recommendations

1. That the Board authorize the extension of the agreements for various goods and services with the contractors listed in Table 1, upon the end of contract term, for additional terms up to five years, provided that the contractor has performed the services to the satisfaction of the Chief, and that sufficient funds have been provided in the annual budget; and
2. That the Chief be authorized to execute the agreements on behalf of the Board, subject to the approval of the Regional Municipality of York's Regional Solicitor, or designate, as to form and content.

2. Summary

This report seeks the Board's authorization to extend existing contracts for further terms up to five years for contracts identified in Table 1.

- Four contracts are proposed for extension at a cost of \$26,388 annually
- Compatibility with existing facilities, equipment or devices is the paramount consideration for the recommendations

3. Background

The proposed extension of agreements for aggregate terms beyond five years include:

1. Waste, Recyclable and Organics Haulage Services – A contract for waste, recyclable and organics haulage services at various locations was awarded to Miller Waste Systems Inc. for a term ending on Dec 31, 2021. The additional 3 months extension is required to avoid changing service in winter time and for completing the new Request for Tender and award process.
2. Appraisal Services for Vehicles and Equipment - York Regional Police awarded the cooperative contract for appraisal services to Paragon Appraisals Limited for a term ending on Dec 31, 2021. The Region of York, who is the lead agency on the cooperative purchase is extending the contract for one year to complete the Request for Proposal evaluation and award process.
3. Rental of Waste Compactor at Headquarters – A contract for waste, recyclable and organics haulage services was awarded to Miller Waste Systems Inc. for a term ending on Dec 31, 2021. Included in this contract was the rental of a waste compactor at YRP Headquarters. The current vendor has agreed to carry on with the rental for an additional five year term outside of the haulage contract.
4. Canteen Canada at Headquarters – Since 2016, Headquarters has used a micro market concept for vending machine services with an agreement that expired on July 11, 2021. There is no cost for York Regional Police to install the refrigerated cooler and shelving for the beverages and snacks. The service is proven to be the best value for the organization and the current vendor has agreed to extend the contract for next five years until July 10, 2026.

4. Analysis

CONTRACT EXTENSIONS AND ASSOCIATED COSTS

Contract Extensions and Associated Costs Beyond Five Years

Table 1 provides a list of the existing contracts and associated costs for the request to extend the contracts beyond five years.

Table 1
Contract Extension Beyond Five Years

Provider	Details	Additional Annual Cost	Total Contract Cost
Miller Waste Systems Inc.	Waste, Recyclables & Organics Haulage Services Various YRP Facilities – To extend the contract for three months until March 31, 2022.	\$11,460	\$248,334
Paragon Appraisals Limited.	Appraisal Services for Vehicles and Equipment for Various YRP locations – To extend contract for one year until December 31, 2022	\$13,333	\$66,666
Miller Waste Systems Inc.	Rental of Waste Compactor at YRP Headquarters for five additional years	\$1,595	\$7,975
Canteen Canada	Micro market concept vending machine services – To extend contract for five year until July 10, 2026		Revenue Received
	Total:	\$26,388	\$322,975

Reporting Requirements

Compatibility with existing facilities, equipment or devices is the paramount consideration for the recommendations. Section 18.1 (a) of the Purchasing Bylaw requires Board approval, regardless of the value of the purchase, where a direct purchase from an existing vendor results in an aggregate term greater than five years.

5. Financial

Funding is available in the 2022 Operating Budget for the contract extensions outlined in Table 1 including \$80,000 for waste disposal. The funding to renew outlook years will be included in the 2023 Operating Budget proposals and subject to the annual approval of the Board and Regional Council.

6. Conclusion

This report recommends that the Board approve the contract extensions outlined in Table 1 in accordance with Section 18 of Purchasing Bylaw 10-17.

Accessible formats or communication supports are available upon request.

Jim MacSween, B.A.A.
Chief of Police

JMS/jf