

# **The Regional Municipality of York Police Services Board**

Public Board Meeting  
January 23, 2023

Report of the Chief of Police

## **Scope Change for Management Training, Contract Extension Beyond Five Years and Recess Authority**

### **1. Recommendations**

1. That the Board authorize a scope change to the contract awarded to Being First Inc. pursuant to Section 12.2 of Purchasing Bylaw 10-17 for the provision of training and consulting services from a total cost of \$1,000,000 to \$1,534,000 and to extend the term from twenty-four months to up to ninety-six months ending March 27, 2027; and
2. That the Board authorize the extension of the agreements with the contractor 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
3. That the Board receive this report with respect to one (1) contract award made by the Chief of Police pursuant to the delegated recess authority as set out Table 2 in accordance with Section 7.17 of the Purchasing Bylaw; and
4. 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 identified in Table 1 and to report on a recess award in Table 2.

Key Points:

- One contract is proposed for a scope change and extension beyond five years at a cost of \$534,000
- One contract is proposed for extension at a cost of \$44,000
- One contract was approved in recess at a total cost of \$504,000 over two years
- Compatibility with existing facilities, equipment or devices is the paramount consideration for the recommendations

## **3. Background**

The Purchasing Bylaw 10-17 provides the authority to award contracts outlined in this report. Section 12 provides the authority for scope changes requiring Board approval for amounts exceeding twenty percent of the original contact amount. Section 18.1 (a) provides the authority requiring Board approval to renewal or extend a contract where the aggregate term exceeds five years. Section 7.16 provides the Chief of Police the authority to award contracts during recess and Section 7.17 requires that a report be submitted to the Board setting out the details of the contract award. Section 10.1 provides for the procurement of goods or services without issuing a call for bids where the compatibility of purchase with existing equipment, facilities or services is of paramount importance.

## **4. Analysis**

### **SCOPE CHANGE AND CONTRACT EXTENSION**

At its March 27, 2019 meeting, the Board approved a contract to Being First Inc. for the purchase of training and consulting services for a two year term at a cost of \$1 million. The management training initiative was in response to reports critical of workplace culture in police agencies across Canada. The management training evolved into Breakthrough and creation of the Professionalism, Leadership and Inclusivity Office who have taken a proactive approach on internal initiatives with a focus on gender, diversity, inclusion, professionalism, ethics and member wellness. The proposed scope change to amend the contract to \$1,534,000 with an additional term to March 2027 provides management training for newly hired or promoted Senior Officers.

## CONTRACT EXTENSIONS AND ASSOCIATED COSTS

### Contract Extensions and Associated Costs Beyond Five Years

The following extension of agreements for aggregate terms beyond five years are shown in Table 1 as follows:

1. Immediate Translation Services – On June 22, 2022 the Board approved extending the contract with Language Line Services until February 28, 2023. This extension is requested for the maximum period of one year until February 28, 2024 to allow the completion of the new Request for Proposal award.
2. Training and Consultation Services- On March 27, 2019 the Board approved a Direct Procurement contract to Being First Inc. for purchase of training and consulting services for a two year term. This extension is requested for an additional term until March 26, 2027 to provide management training for newly hired or promoted Senior Officers.

**Table 1**  
**Contract Extension Beyond Five Years**

Provider	Details	Additional Contract Cost	Total Contract Cost
Language Line Services	Immediate Translation Service – To extend contract for one year until February 28, 2024	\$44,000	\$244,700
Being First Inc.	Training and Consultation Service- To extend contract until March 26, 2027	\$534,000	\$1,534,000
	<b>Total:</b>	<b>\$578,000</b>	<b>\$1,778,700</b>

### RECESS AWARD

During the recess period December 15, 2022 to January 22, 2022, the Chief of Police exercised delegated authority to award one contract, as follows:

1. **Paladin Security Canada** – A direct purchase contract for security services for a term up to two years, totalling \$504,000. The contract for security services awarded under Request for Proposal #P-21-39 has been terminated. Paladin Security Canada was ranked second overall in Request for Proposal #P-21-39 and submitted a proposal to contract for security services under the same terms and conditions as outlined in the original proposal, with the exception of price. A two year term was

negotiated to allow for the transition of services and the completion of the new Request for Proposal award.

**Table 2**  
**Recess Award**

Provider	Details	Annual Cost	Total Contract Cost
Paladin Security Canada	Security Services	\$252,000	\$504,000
<b>Total:</b>		<b>\$252,000</b>	<b>\$504,000</b>

### Reporting Requirements

Purchasing Bylaw 10-17, Section 12.2 requires the Board approval for scope changes where the cost of the additional deliverables exceeds 20 percent of the total cost of the contract.

Section 18.1 (a) of the Purchasing Bylaw requires Board approval, regardless of the value of the purchase, where a renewal or extension to a contract results in an aggregate term greater than five years.

Section 10.2 of the Purchasing Bylaw provides the Deputy Chief the authority to award any contract under Section 10.1 provided that the award of any contract having a total cost exceeding one hundred and fifty thousand dollars (\$150,000.00) shall be subject to approval of the Board.

The Chief has the authority to award contracts during Board recess, requiring that it be reported in accordance with Sections 7.16 and 7.17 of Purchasing Bylaw 10-17.

## 5. Financial

Funding is available in the 2023 Operating and Capital Budgets for the scope change, contract extension outlined in Table 1 and the recess award outlined in Table 2. The funding to renew outlook years will be included in the 2024 Operating and Capital Budgets proposals and subject to the annual approval of the Board and Regional Council.

## 6. Conclusion

It is therefore recommended that the Board approve the scope change, contract extension and receive the recess award, in accordance with Sections 12.2, 18 and 7.17 of Purchasing Bylaw 10-17.

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Accessible formats or communication supports are available upon request

CH/jm

Cecile Hammond  
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