

**Report to
Rapport au:**

**Ottawa Board of Health
Conseil de santé d'Ottawa
19 October 2015 / 19 octobre 2015**

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Soumis le 9 octobre 2015**

**Submitted by
Soumis par:
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Ward: CITY WIDE / À L'ÉCHELLE DE LA VILLE File Number: ACS2015-OPH-IQS-0011

SUBJECT: DELEGATION OF AUTHORITY – CONTRACTS AWARDED FOR THE PERIOD OF JANUARY 1 TO JUNE 30, 2015

OBJET: DÉLÉGATION DE POUVOIR – CONTRATS ACCORDÉS POUR LA PÉRIODE DU 1^{er} JANVIER AU 30 JUIN 2015

REPORT RECOMMENDATIONS

That the Board of Health for the City of Ottawa Health Unit receive this report for information.

RECOMMANDATIONS DU RAPPORT

Que le Conseil de santé de la circonscription sanitaire de la ville d'Ottawa prenne connaissance du présent rapport à titre d'information.

BACKGROUND

The purpose of this report is to present the Board a review of delegation of authority contracts awarded for the period of January 1, 2015 to June 30, 2015.

The [Delegation of Authority By-law](#) delegates certain authorities related to financial, legal, and organizational matters. In relation to financial matters, the by-law states that the Medical Officer of Health is authorized to approve, amend, extend and execute service agreements and funding agreements.

The City's Purchasing By-law, being By-law No. 50 of 2000, requires reporting on a bi-annual basis of delegation of authority reports. Purchasing activities associated with the Purchasing By-law over \$25,000 are included in this report.

DISCUSSION

Summary of Q1-Q2 2015 Purchasing Activity

The contracts over \$25,000 approved for the period of January 1, 2015 to June 30, 2015 are listed in Document 1 of this report and summarized in Table 1, below. A total of twenty-one (21) purchase orders exceeding \$ 25,000 were awarded from January 1, 2015 to June 30, 2015. The value of these purchase orders totalled \$1,481,168.33.

Table 1: Q1 and Q2 2015 Purchases by Type

Contract Type	Number of Contracts	Contract Value
Goods/Materials/Services	13	\$1,151,951.90
Professional Services	8	\$329,216.43
Total	21	\$1,481,168.33

RURAL IMPLICATIONS

There are no rural implications to this information report.

CONSULTATION

The preparation of this report is required by the Purchasing By-law and as such no public consultation is required.

COMMENTS BY THE WARD COUNCILLOR(S)

There are no comments by Ward Councillors for this report.

LEGAL IMPLICATIONS

There are no legal impediments to receiving the information in this report.

RISK MANAGEMENT IMPLICATIONS

There are no risk management implications associated with this information report.

ASSET MANAGEMENT IMPLICATIONS

There are no asset management implications for this report.

FINANCIAL IMPLICATIONS

Prior to contract approval, the Supply Branch of the City of Ottawa confirms that the appropriate funds are available within the departmental budget, as availability of funds is a condition of approval under the City's Purchasing By-law.

Supply Branch certifies that all the contracts awarded under Delegation of Authority for the period of January 1, 2015 to June 30, 2015, are in compliance with the Purchasing By-law.

ACCESSIBILITY IMPACTS

There are no accessibility implications associated with this report

ENVIRONMENTAL IMPLICATIONS

There are no environmental implications for this report

SUPPORTING DOCUMENTATION

DOCUMENT 1 – Ottawa Public Health Purchase Orders > \$25,000 Awarded Under Delegated Authority, January 1, 2015 to June 30, 2015.

DISPOSITION

This report is for information pursuant to the Purchasing By-law of the City of Ottawa.