

<b>TO:</b>	<b>CHAIR AND MEMBERS CORPORATE SERVICES COMMITTEE MEETING ON TUESDAY, JANUARY 8, 2013</b>
<b>FROM:</b>	<b>MARTIN HAYWARD MANAGING DIRECTOR, CORPORATE SERVICES AND CITY TREASURER, CHIEF FINANCIAL OFFICER</b>
<b>SUBJECT:</b>	<b>PROCUREMENT OF GOODS AND SERVICES POLICY REVISION</b>

<b>RECOMMENDATION</b>
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That, on the recommendation of the Managing Director, Corporate Services and City Treasurer, Chief Financial Officer, the following actions **BE TAKEN** with respect to the City of London's Procurement of Goods and Services Policy:

- a) The attached proposed By-Law, being a By-Law to amend By-Law No. A.-6151-17, **BE INTRODUCED** at the Municipal Council meeting on January 15, 2013, to revise Schedule "C" to By-Law No. A.-6151-17 being the Procurement of Goods and Services Policy, including;
  - (i) the addition of a new section 2.14 for compliance with the new AODA requirements starting January 1, 2013.

<b>BACKGROUND</b>
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The purpose of the Procurement of Goods and Services Policy (Appendix A) is to ensure the Corporation is receiving best value; the process is open, fair, transparent, and competitive; and to provide the tools required to be responsive to our internal business needs. The current Procurement of Goods and Services Policy has been in place since November 2009, with a minor change made in October 2010 and a further major update in December 2011. The recent re-organization at the City during 2012 was reflected in the revised Policy in October 2012. The Policy was revised further in December 2012 to increase the Administrative Approval limit for Tenders without an Irregular Result from \$100,000 to \$1,000,000 for Committee and Council approval.

This change is recommended as the result of the new AODA requirements for January 1, 2013.

The City needs to demonstrate that we are thinking about accessibility in everything we purchase. The primary focus will be to include a new clause for consideration in all RFP's (Request for Proposals), however, for other purchases we are requesting approval to add a new section to the Procurement of Goods and Services Policy, 2.14 as per language below. De-centralized procurement must give consideration to this new section regardless of the dollar value of the good or service being procured.

*"In accordance with Ontario Regulation 191/11 under the Accessibility for Ontarians with Disabilities Act, 2005 (AODA), the City of London shall consider accessibility criteria and features when procuring or acquiring goods, services, or facilities, except where it is not practicable to do so. In which case, an explanation will be provided upon request."*

<b>PREPARED BY:</b>	<b>CONCURRED BY:</b>
<b>JOHN FREEMAN MANAGER, PURCHASING &amp; SUPPLY</b>	<b>MIKE TURNER DEPUTY CITY TREASURER</b>
<b>RECOMMENDED BY:</b>	
<b>MARTIN HAYWARD MANAGING DIRECTOR, CORPORATE SERVICES AND CITY TREASURER, CHIEF FINANCIAL OFFICER</b>	

- c: Senior Leadership Team  
Tim Dobbie  
Andrew Henry