

6. REQUEST FOR STANDING OFFER (RFSO)  
YEAR 2000 INFORMATICS SERVICES

**COMMITTEE RECOMMENDATION**

**That Council approve the increase in the total dollar value of the call-ups against the Standing Offer for Year 2000 Informatics Services No. 0920-19-C1/98 to a financial limitation of \$7,000,000 from \$4,500,000, which will be found within the existing Year 2000 budget.**

**DOCUMENTATION:**

1. Finance Commissioner's report dated 01 Jun 99 is immediately attached.

REGION OF OTTAWA-CARLETON  
RÉGION D'OTTAWA-CARLETON

REPORT  
RAPPORT

Our File/N/Réf.            15 05-99-2000  
Your File/V/Réf.

DATE                        1 June 1999

TO/DEST.                 Co-ordinator  
                                  Corporate Services and Economic Development Committee

FROM/EXP.                Finance Commissioner

SUBJECT/OBJET         **REQUEST FOR STANDING OFFER (RFSO)**  
                                  **YEAR 2000 INFORMATICS SERVICES**

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**DEPARTMENTAL RECOMMENDATION**

**That the Corporate Services and Economic Development Committee recommend Council approve the increase in the total dollar value of the call-ups against the Standing Offer for Year 2000 Informatics Services No. 0920-19-C1/98 to a financial limitation of \$7,000,000 from \$4,500,000, which will be found within the existing Year 2000 Program budget.**

**BACKGROUND**

On 11 February 1998 Regional Council approved the 1998 spending plan for the Year 2000 Project in recognition of the need for quick action to deal with this issue. At that time, Council also approved an increase in the delegated authority for the Chief Administrative Officer to \$250,000 for transactions related to the Capital account to shorten the normal approval cycle. This was one of the steps taken towards simplifying the process of contracting for qualified assistance to deal with the Year 2000 issue.

In February of 1998, the Supply Management Division issued a Request for Standing Offer for Year 2000 Informatics Services (RFSO No.: 0920-19-CI/98) with the intention of creating a list of pre-qualified consulting companies who are interested in providing Year 2000 related consulting services to the Region. The intent of the standing offer is to shorten the amount of time required to select and approve consultant contracts, and allow staff to meet the shortened windows of opportunity for engaging qualified consultants.

On 27 May 1998 Council approved the Standing Offer for Year 2000 Informatics Services. At that time, the financial limitation of call-ups against this Standing Offer was set at \$4,500,000.

DISCUSSION

This Standing Offer has been a very effective tool in enabling Regional staff to expedite the engagement of services of qualified consultants. The Standing Offer has been extended for two additional periods of six (6) months each with few or no changes in per diem rates charged.

The original limits to the total call-ups against the Standing Offer was \$4,500,000. This report recommends that the financial limitation be increased to a total of \$7,000,000 in order to accommodate anticipated requirements for further consulting work on the Year 2000 Program. This increase will not impact total expenditures incurred by the Year 2000 Program.

The Year 2000 Program will remain within budget after taking into consideration the additional amount of estimated consulting services that will be required over the next several months.

CONSULTATION

No public consultation is required.

FINANCIAL STATEMENT

	\$
Approved Funding to Date	18,850,000
Total Paid and Committed	<u>(12,984,947)</u>
Balance Available	5,865,053
THIS REQUEST	<u>(2,500,000)</u>
Balance Remaining	<u>3,365,053</u>

Funds have been provided in the 1999 Capital Budget, Account Number 91-17954 (Order No. 900029), Year 2000 (Reference page no. 84)

*Approved by*  
*J.C. LeBelle*  
*Finance Commissioner*

SUPPLY MANAGEMENT DIVISION

I concur,

*G. Ford on behalf of*  
*the Finance Commissioner*

FINANCE DIVISION COMMENT

Funds are available as indicated.

*Approved by T. Fedec  
on behalf of the Finance Commissioner*