

Regular Meeting

August 26, 2015

A regular meeting was convened at 4:32 p.m. on Wednesday, August 26, 2015, in the Boardroom, 5050 Yonge Street, Toronto, with Robin Pilkey, Chair of the Board, presiding.

The following members were present: Trustees Jennifer Arp, Alexander Brown, Sheila Cary-Meagher, Jerry Chadwick, Michael Ford, Tiffany Ford, Gerri Gershon, Chris Glover, Pamela Gough, Parthi Kandavel, Shelley Laskin, Ken Lister, Ausma Malik, Robin Pilkey, David Smith, Marit Stiles, Jennifer Story, Sheila Ward, Manna Wong and Student Trustees Sammy Al Rubaie and Hamima Fattah. Regrets were received from Trustees Shaun Chen, Howard Kaplan and Chris Tonks. Trustees Cary-Meagher, M. Ford, Gershon and Smith participated by electronic means.

1. Resolution Into Committee of the Whole (Private)

At 4:34 p.m., on motion of Trustee Laskin, seconded by Trustee Gough, the regular meeting resolved into Committee of the Whole (Private) to consider matters on the private agenda of the Committee of the Whole.

2. Reconvene

At 6:31 p.m., the regular meeting reconvened.

3. Committee of the Whole (Private), Report No. 101, August 26, 2015 (see page 7)

Trustee Laskin, seconded by Trustee Story, moved: That Report No. 101 of the Committee of the Whole (Private) be adopted.

The motion was carried.

4. Recess and Reconvene

At 6:32 p.m., on motion of Trustee Laskin, seconded by Trustee Gough, the meeting recessed for dinner and reconvened at 7:08 p.m.

5. National Anthem and Acknowledgement of Traditional Lands

Following the playing of the national anthem, the Chair recited the acknowledgement of traditional lands.

6. Approval of the Agenda

Trustee Gough, seconded by Trustee Arp, moved: That the agenda be approved.

The motion was carried.

7. Memorials

The Chair expressed sympathy on behalf of the Board to the families of Lindsay Chase, Len Elphick, Edgar Asuncion, James Black, Laura Chang, Chrys Fragakis-Taylor, Cory Graham, Shirley Hynes, Brian Charles Platten and John Williams, Board employees who recently died.

A moment's silence was observed in memory of those who had passed away.

8. Chair's Announcements

The Chair spoke to:

- the new beginnings on September 8, 2015 when staff will be welcoming parents and their children back to school
- activity over the summer related to collective negotiations
- appreciation for the hard work of principals, who with the help of senior and other staff, under the direction of the Director, successfully mailed 180,000 elementary school marks summaries to parents, at the end of the last school year
- the success of this year's summer school program
- a video clip created over the summer, which will be posted on the Board's web site to increase public awareness of the important role of trustees
- plans to build a permanent presence for the TDSB with an upcoming introductory meeting with the Minister of Education, introductory letters to the Mayor of Toronto, city councillors and Toronto members of Parliament and congratulatory letters to all newly-elected members of Parliament, following the federal elections
- changes to the Board's community outreach
- appreciation to facilities and skilled trades staff for their work over the summer to ensure that schools are ready to welcome students, staff and parents on September 8, 2015
- welcome student trustees Hamima Fattah and Sammy Al Rubaie to their first official Board meeting.

9. Reports From Trustees Appointed to External Organizations and Student Trustees

Trustee T. Ford provided a written report from the Canadian National Exhibition Association.

Trustee Laskin provided a written report from the Ontario Public School Boards' Association.

10. Director's Leadership Report

The Director presented the Director's Leadership Report for the 2015-16 school year, which included the following. The complete text of the leadership report can be found on the Director's page on the web site.

The Director spoke about Teaching and Learning Snapshots 2014-15, a copy of which was shared with trustees.

11. Declarations of Possible Conflict of Interest

Trustees Brown, Cary-Meagher and Malik declared possible conflicts of interest with regard to Item 9, Negotiations Update, in report No.101 of the Committee of the Whole (Private). Trustee Brown is a member of the Ontario Secondary School Teachers' Federation, Trustee Cary-Meagher has a daughter who is a member of the Ontario Secondary School Teachers' Federation, District 12 and Trustee Malik is an employee of the Ontario Legislature. The trustees were not present for the discussion or vote on the matter for which they declared a conflict.

12. Matters to be Decided Without Discussion

Trustee Gough, seconded by Trustee Brown, moved: That the following matters presented as matters to **be decided without discussion be approved or received, as appropriate:**

- (a) Confirmation of Minutes of Meetings Held on June 17, July 10 and August 12, 2015**
- (b) Revisions to the Board's Bylaws re the Establishment of the Office of Integrity Commissioner [2634]**
- (c) Appointment to the Program and School Services Committee**
- (d) Etobicoke Year Round Alternative School: Lease Agreement With the City of Toronto to Accommodate Section 42 Funded Site Improvements [2635]**
- (e) Audit Committee, Report No. 29, May 26, 2015 (see page 10)**
 - 1 Insurance Program Update [2593]**
 - 2 2012-13 and 2013-14 Day School Follow-Up Enrolment Compliance Audit Report [2589]**
 - 3 Staff Status Report on Audit and Review Accommodations, May 2015 [2606]**
 - 4 Audit Committee O. Reg 361/10 Requirements – Work Tracker [2544]**
- (f) Finance and Accountability Committee (Special Meeting), Report No. 4, July 8, 2015 (For receipt) (see page 13)**

(g) Finance and Accountability Committee (Special Meeting), Report No. 5, August 20, 2015 (For receipt)(see page 24)

The motion was carried.

13. Establishment of an Integrity Commissioner Selection Committee and Appointment of Trustee Members

Trustee Stiles, seconded by Trustee Lister, moved: **That an Integrity Commissioner Selection Committee be established with the following mandate.**

Mandate

- (i) To assess submissions from candidates based on evaluation criteria and scoring ratings clearly defined in the procurement documentation**
- (ii) To identify a preferred candidate and submit a recommendation to the Board for consideration and approval**

Membership

Up to five trustees

Staff as appointed by the Director

Trustees Brown, Cary-Meagher, Gershon, Laskin, Stiles and Story nominated themselves for the five positions on the committee.

Trustee Gough, seconded by Trustee Glover, moved in amendment: That “Up to five trustees” be changed to “Up to six trustees”.

Following discussion, Trustee Laskin withdrew her name from the nominations and with the permission of the meeting the trustees withdrew the amendment.

Trustee T. Ford, seconded by Trustee Gough, moved: **That Trustees Brown, Cary-Meagher, Gershon, Stiles and Story be appointed to serve on the Integrity Commissioner Selection Committee for a term ending November 30, 2015.**

The motion to establish an Integrity Commissioner Selection Committee was carried.

The motion to appoint members to the committee was carried.

Therefore, the Board decided:

That an Integrity Commissioner Selection Committee be established with the following mandate.

Mandate

- (i) To assess submissions from candidates based on evaluation criteria and scoring ratings clearly defined in the procurement documentation
- (ii) To identify a preferred candidate and submit a recommendation to the Board for consideration and approval

Membership: Trustees Brown, Cary-Meagher, Gershon, Stiles and Story

Staff as appointed by the Director

14. Speaking Time at Committee and Private Meetings

Trustee Stiles, seconded by Trustee Arp, moved: **That the Board's bylaws be revised to include the following: That at both committee meetings and Committee of the Whole private sessions, speaking time when a member has the floor, be limited to a maximum of five minutes.**

Trustee Laskin, seconded by Trustee Arp, moved in amendment: **That "each time the member has the floor" be added after "five minutes."**

The amendment was carried.

An amendment of Trustee Glover to add "That the five minutes include a staff response" failed for want of a seconder.

The main motion, as amended, was carried.

15. Volunteer Supervisors of Extra Curricular Activities in Schools

Trustee Laskin, seconded by Trustee Gershon moved:

Whereas, the primary duty of every school board, as set out in 169.1.1a of the *Ontario Education Act*, is to "promote student achievement and well-being"; and

Whereas, ensuring that students have access to a wide range of extra-curricular activities is critically important to the Board fulfilling its primary duty; and

Whereas, such extra-curricular activities help achieve the Board's commitment to increasing student engagement; and

Whereas, even though a great many school-based TDSB staff generously devote considerable time and energy to ensuring that extra-curricular activities are available to students, in some circumstances it is not possible to offer staff-supervised extra-curricular activities;

Therefore, be it resolved:

- (a) **That the Director develop procedures to allow volunteers to supervise the running of an extra-curricular activity, as soon as possible, based on the following principles:**
- (i) **The school principal has the authority to allow volunteer supervised activities. If there are no TDSB staff are available to supervise an extra-curricular activity that would promote student achievement and well-being, the school Principal will decide whether to offer the activity under the supervision of a community volunteer in consultation with the:**
 - **Family of Schools Superintendent,**
 - **Chair(s) of the School Council, and**
 - **Chair(s) of the school's Student Council (if one exists)**
 - (ii) **Volunteers must have the skills and background checks to supervise. Every community volunteer is to be assessed for the specific extra-curricular activity and must have undergone police background checks required by those in contact with students;**
 - (iii) **Volunteers will be covered by the TDSB's liability insurance. Board insurance will cover volunteers for their involvement in an extra-curricular activity;**
- (b) **That the Director present for review, operational procedures to support this policy of the Board as soon as possible.**

Trustee Gershon, seconded by Trustee Arp, moved: **That the matter be referred to staff for a report back to the appropriate committee.**

The motion to refer was carried.

16. Adjournment

At 8:07 p.m. on motion of Trustee Gough, seconded by Trustee Glover, the meeting adjourned.

Robin Pilkey
Chair

Committee of the Whole (Private), Report No. 101, August 26, 2015

Committee of the Whole (Private)

Report No. 101, August 26, 2015

A regular meeting of the Committee of the Whole (Private) was convened at 4:34 p.m. on Wednesday, August 26, 2015, in the Boardroom, 5050 Yonge Street, Toronto, with Jerry Chadwick, presiding.

The following members were present: Trustees Jennifer Arp, Alexander Brown, Sheila Cary-Meagher, Jerry Chadwick, Tiffany Ford, Gerri Gershon, Chris Glover, Pamela Gough, Parthi Kandavel, Shelley Laskin, Ken Lister, Ausma Malik, Robin Pilkey, David Smith, Marit Stiles, Jennifer Story, Sheila Ward and Manna Wong. Regrets were received from Trustees Shaun Chen, Michael Ford, Howard Kaplan and Chris Tonks. Trustees Cary-Meagher and Smith participated by electronic means.

1. Declarations of Possible Conflict of Interest

Trustees Brown, Cary-Meagher and Malik declared possible conflicts of interest with regard to Item 9, Negotiations Update. Trustee Brown is a member of the Ontario Secondary School Teachers' Federation, Trustee Cary-Meagher has a daughter who is a member of the Ontario Secondary School Teachers' Federation, District 12 and Trustee Malik is an employee of the Ontario Legislature. The trustees were not present for the discussion or vote on the matter for which they declared a conflict.

2. Appointment of Executive Superintendent, Employee Services [2637]

The Committee considered a report from staff (as shown in the private minutes of the Committee of the Whole) concerning the appointment of senior staff.

The Committee of the Whole (Private) **RECOMMENDS** that Patrick Rocco be appointed to the position of Executive Superintendent, Employee Services.

3. Appointment of Executive Officer, Government, Public and Community Relations [2638]

The Committee considered a report from staff (as shown in the private minutes of the Committee of the Whole) concerning the appointment of senior staff.

The Committee of the Whole (Private) **RECOMMENDS** that Ross Parry be appointed to the position of Executive Officer, Government, Public and Community Relations effective August 26, 2015.

4. Appointments of System Facilities Officers, Facilities and Urban Sustainability [2636]

The Committee considered a report from staff (as shown in the private minutes of the Committee of the Whole) concerning the appointment of senior staff.

Committee of the Whole (Private), Report No. 101, August 26, 2015

The Committee of the Whole (Private) **RECOMMENDS:**

- (a) That Steve Shaw be appointed to the position of System Facilities Officer, Operations and Sustainability – Facilities and Urban Sustainability effective August 26, 2015;
- (b) That Faris Mansur be appointed to the position of System Facilities Officer, Design, Construction and Maintenance – Facilities and Urban Sustainability effective August 26, 2015.

5. Appointments and Transfers of Superintendents of Education and System Superintendents [2639]

The Committee considered a report from staff (as shown in the private minutes of the Committee of the Whole) presenting appointments and transfers of superintendents of education and system superintendents.

The Committee of the Whole (Private) **RECOMMENDS:**

- (a) That Tracy Hayhurst be appointed to the position of Superintendent of Education for the ER15 Family of Schools;
- (b) That Lucia Giannotta be appointed to the position of Superintendent of Education for the ER11 Family of Schools;
- (c) That Elizabeth Addo be appointed to the position of System Superintendent, Student Success School Support Initiative;
- (d) That Angela Nardi-Addesa be transferred to the position of System Superintendent, Student Success School Support Initiative;
- (e) That Audley Salmon be transferred to the position of Superintendent of Education, ER12, Family of Schools;
- (f) That Vicky Branco be transferred to the position of System Superintendent, Inner City, Community Investment and Model Schools for Inner Cities.

6. Selections, Transfers and Placements of Principals and Vice-principals

The Committee considered a report from staff (as shown in the private minutes of the Committee of the Whole) presenting selections, transfers and placements of principals and vice-principals for approval.

The Committee of the Whole **RECOMMENDS** that the selections, transfers and placements of principals and vice-principals be approved.

7. Private Matter 1

The Committee considered a private property matter (as shown in the private minutes of the Committee of the Whole).

Committee of the Whole (Private), Report No. 101, August 26, 2015

The Committee of the Whole (Private) **RECOMMENDS** that the private property matter be approved.

8. Audit Committee, Report No. 29 (Private), May 26, 2015

The Committee considered Report No. 29 (Private) of the Audit Committee (as shown in the private minutes of the Committee of the Whole).

The Committee of the Whole (Private) **RECOMMENDS** that Report No. 29 (Private) of the Audit Committee (as attached to the private minutes of the Committee of the Whole) be adopted.

9. Negotiations Update

The Committee heard an update on a private negotiations matter.

The Committee of the Whole (Private) **RECOMMENDS** that a private negotiations matter (as shown in the private minutes of the Committee of the Whole) be received.

Jerry Chadwick
Chair pro tem

Adopted August 26, 2015 (see pages 1)

Audit Committee, Report No. 29, May 26, 2015

Audit Committee

Report No. 29, May 26, 2015

TO Regular Meeting Date: August 26, 2015

MEETING A meeting of the Audit Committee was convened on Tuesday, May 26, 2015 from 4:33 to 7:15 p.m. in Committee Room A, Main Floor, 5050 Yonge Street, Toronto, Ontario, with Robin Pilkey presiding.

ATTENDANCE The following committee members were present: Trustees Robin Pilkey (Chair) and Howard Kaplan.

The following external members were present: Denise Arsenault, Catherine Brennan and Jerry Mancini.

Regrets were received from Trustees Gerri Gershon and Sheila Ward.

The Committee decided to report and recommend as follows:

Part A: Committee Recommendations

1. Insurance Program Update [2593]

The Committee considered a report from staff (see AC:030A, page 5) presenting information on Board's insurance program.

Committee's recommendation or action regarding the staff recommendation:

- | | |
|--------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------|
| <input checked="" type="checkbox"/> Concur
<input type="checkbox"/> Amend
<input type="checkbox"/> Disregard | <input type="checkbox"/> Refer
<input type="checkbox"/> Postpone consideration (defer)
<input type="checkbox"/> Other |
|--------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------|

On motion of Trustee Kaplan, the Audit Committee RECOMMENDS that the report be received.

Audit Committee, Report No. 29, May 26, 2015

2. 2012-13 and 2013-14 Day School Follow-Up Enrolment Compliance Audit Report [2589]

The Committee considered a report from staff (see AC:030A, page 13) presenting the final 2012-13 and 2013-14 day school enrolment and English-as-a-Second-Language compliance audit report.

Committee's recommendation or action regarding the staff recommendation:

- | | |
|--------------------------------------------|---------------------------------------------------------|
| <input checked="" type="checkbox"/> Concur | <input type="checkbox"/> Refer |
| <input type="checkbox"/> Amend | <input type="checkbox"/> Postpone consideration (defer) |
| <input type="checkbox"/> Disregard | <input type="checkbox"/> Other |

On motion of Catherine Brennan, the Audit Committee RECOMMENDS that the report be received.

3. Staff Status Report on Audit and Review Accommodations, May 2015 [2606]

The Committee considered a report from staff (see AC:030A, page 33) presenting the latest version of the audit and review recommendations tracker and the current status of implementation.

Committee's recommendation or action regarding the staff recommendation:

- | | |
|--------------------------------------------|---------------------------------------------------------|
| <input checked="" type="checkbox"/> Concur | <input type="checkbox"/> Refer |
| <input type="checkbox"/> Amend | <input type="checkbox"/> Postpone consideration (defer) |
| <input type="checkbox"/> Disregard | <input type="checkbox"/> Other |

On motion of Jerry Mancini, the Audit Committee RECOMMENDS that the report be received.

4. Audit Committee O. Reg 361/10 Requirements – Work Tracker [2544]

The Committee considered a report from staff (see AC:030A, page 57) presenting a work tracker checklist.

Committee's recommendation or action regarding the staff recommendation:

- | | |
|--------------------------------------------|---------------------------------------------------------|
| <input checked="" type="checkbox"/> Concur | <input type="checkbox"/> Refer |
| <input type="checkbox"/> Amend | <input type="checkbox"/> Postpone consideration (defer) |
| <input type="checkbox"/> Disregard | <input type="checkbox"/> Other |

On motion of Trustee Kaplan, the Audit Committee RECOMMENDS that the report be received.

Part B: Information Only

Audit Committee, Report No. 29, May 26, 2015

5. Minutes of Meeting Dated March 31, 2015

On motion of Jerry Mancini, the Audit Committee approved the minutes of the meeting held on March 31, 2015.

6. Work Plan for Retaining an Integrity Commissioner and Development of Necessary Ethics Policies and Procedures

The Committee heard an update from staff on work being undertaken to date, to examine potential options, including possible procedural revisions while continuing to seek trustee input and guidance with regard to the proposals that will guide the establishment of the office, along with the accountability framework for the board of trustees going forward.

<u>Part C: Ongoing Matters</u>

7. Matters not Considered

- Chair's Update

8. Postponed Matters

The Committee postponed consideration of the following matter to the next meeting:

- Delegation of Authority Procedure [2591]

SUBMITTED BY Robin Pilkey
Chair of the Committee

Adopted August 26, 2015 (see pages 3)

Finance and Accountability Committee (Special Meeting), Report No. 4, July 8, 2015

Finance and Accountability Committee (Special Meeting)

Report No. 4, July 8, 2015

TO Regular Meeting Date: August 26, 2015

MEETING A special meeting of the Finance and Accountability Committee was convened on Wednesday, July 8, 2015 from 12:14 to 12:23 p.m. in the Executive Meeting Room, Fifth Floor, 5050 Yonge Street, Toronto, Ontario, with Tiffany Ford presiding.

ATTENDANCE The following members were present: Trustees Marit Stiles (Chair), Michael Ford, Tiffany Ford and Ausma Malik. Regrets were received from Trustees Ken Lister, David Smith and Chris Tonks. Also present was Trustee Sheila Cary-Meagher. Trustees Cary-Meagher, M. Ford, Malik and Stiles participated by electronic means.

The Committee decided to report and recommend as follows:

Part A: Committee Recommendations

No matters to report

Part B: Information Only

1. Contract Awards, Facilities [2628]

The Committee considered a staff report (see FAC:053A, page 1) presenting contract awards.

On motion of Trustee Cary-Meagher, the Finance and Accountability Committee received the contracts on Chart A and, in accordance with the Board's Policy P017, Purchasing¹, approved the contracts on Chart B.

¹ The policy allows for the appropriate standing committee to approve contracts during the months when no Regular Board meeting is scheduled

Finance and Accountability Committee (Special Meeting), Report No. 4, July 8, 2015

2. Contract Awards, Operations [2629]

The Committee considered a staff report (see FAC:053A, page 9) presenting contract awards.

On motion of Trustee Stiles, the Finance and Accountability Committee received the contracts on Chart A and, in accordance with the Board's Policy P017, Purchasing¹, approved the contracts on Charts B and C.

<u>Part C: Ongoing Matters</u>

No matters to report

SUBMITTED BY Tiffany Ford
 Chair pro tem

Adopted August 26, 2015 (see pages 3)

¹ The policy allows for the appropriate standing committee to approve contracts during the months when no Regular Board meeting is scheduled

Finance and Accountability Committee (Special Meeting), Report No. 4, July 8, 2015

Contract Awards, Facilities [2628]

As presented to the Finance and Accountability Committee on July 8, 2015 (see page 13).

In accordance with the Board's policy P017, Purchasing, the attached charts present contracts for receipt or approval, as appropriate.

The recommended suppliers and the term of each contract are shown in the attached charts. Chart 1 outlines contract awards provided for information, Chart 2 outlines contracts requiring Finance and Accountability Committee approval, and Chart 3 outlines contracts requiring Board approval. The amounts shown are based on the estimated annual consumption unless indicated otherwise. Actual amounts depend on the volume of products/services actually used during the term of the contract.

Chart 4 is a summary of contract awards for selected Facility Service projects for the period September 2014 to date.

Funding sources are identified for each award listed.

The Process

Purchasing and Distribution Services, where possible, invited bids from a minimum of three firms. Requirements expected to exceed \$100,000 were also posted on two electronic bulletin boards (Merx and BiddinGo) to facilitate broader public access.

The lowest cost bid is accepted where quality, functional, safety, environmental and other requirements are met. Every effort is made to include input from the users in the development of specifications and the evaluation process. Copies of all bids received and detailed information regarding all recommended awards are available in the Purchasing and Distribution Services Department.

Finance and Accountability Committee (Special Meeting), Report No. 4, July 8 2015

Chart 1: Facilities Contract Awards Provided for Information (contracts over \$50,000 and up to \$500,000)

	User/Budget Holder School/Department	Products/Services Details	Ward	Recommended Supplier	Low Bid	Objections	No. of Bids Rec'd	Total Contract Amount	Projected Start/End Date of Contract	Customer Involvement	Funding Source
1	Facility Services	Leaside HS Informal Quote for Asbestos High concentration of CO2 at 3 rd floor at Leaside HS. The classrooms have no ventilation. This project is to improve the mechanical ventilation. To install the ventilation at 10 classrooms duct has to be installed above the ceiling. These 10 classrooms has textured plaster ceiling that has to be removed via Type 3 procedure.	13	Abbot Environmental Ltd.	Yes	No	4	\$159,000	July 2015/ August 25, 2015	Facility Services	School Condition Improvement
2	Facility Services	STM15-173T Queen Victoria JPS Early Learning Program Renovations Renovations in accordance with Early Learning 4 program requirements	7	Inter-All Ltd.	Yes	No	5	\$131,208	July 2015/ August 31, 2015	Facility Services	Early Learning – EL4
3	Facility Services	RB15-218T C.D. Farquharson JPS Resurface south parking lot and create additional staff parking spots.	21	West Metro Contracting	Yes	No	5	\$182,700	July 2015/ August 14, 2015	Facility Services	School Condition Improvement
4	Facility Services	CN15-224T Pierre Laporte MS Parking lot and Front Entry Improvement. Existing Asphalt Steps and concrete curb replacement.	5	Inter-All. Ltd.	Yes	No	5	\$195,000	July 2015/ August 31, 2015	Facility Services	Renewal
5	Facility Services	CN15-230T Sunnylea JS Play Area Renovations Playground learning environment upgrades.	3	F. Greco & Sons Limited	Yes	No	5	\$130,000	July 2015 / October 31, 2015	Facility Services	Renewal / Site-Funded
6	Facility Services	Essex Public School Informal Quote for Asbestos Abatement to perform Abatement procedures within sections of the school	10	I&I Construction Services Ltd.	Yes	No	3	\$74,795	November 2015 / June 15, 2015	Facility Services	Renewal
7	Facility Services	STM15-233Q TDSB Head Office 5050 Yonge Basement Corridor Door Replacement Replace w/fire rated door & hold open devices connected to Fire Alarm. Replace existing FA panel & annunciator to allow new devices	12	Inter-All Ltd.	Yes	No	5	\$74,900	July 2015 / August 31, 2015	Facility Services	Renewal
8	Facility Services	SX15-177Q Supply of Boiler Tubes at	N/A	Kotyck Bros.	Yes	No	2	\$ 245,396	June 29, 2015 /	Facility	School

Finance and Accountability Committee (Special Meeting), Report No. 4, July 8 2015

	User/Budget Holder School/Department	Products/Services Details	Ward	Recommended Supplier	Low Bid	Objections	No. of Bids Rec'd	Total Contract Amount	Projected Start/End Date of Contract	Customer Involvement	Funding Source
		FS Stockrooms and Distribution Centre (stock) and Various TDSB Sites (non-stock). Supply only of boiler tubes for stock replenishment and for trades as and when required.		Limited					June 29, 2018	Services	Operations Grant
9	Facility Services	RB15-240T William Tredway JPS and J.S. Woodsworth P.S. Amalgamation of Fire Alarm, PA and Security Systems will be consolidated on Sep 08/ 2015, Replacement and modification to the FA, PA/Phone & Security Systems are required.	19	Alltech Electrical Systems Inc. ¹	Yes	No	5	\$164,849	July 2015 / August 23, 2015	Facility Services	Proceeds of Disposition
10	Facility Services	CN15-239Q Iroquois JPS Replacement of Existing Generator with Inverter. To avoid major upgrade to exist. Generator to meet current TSSA requirement.	21	RCN Electric	Yes	No	6	\$79,000	July 2015 / September, 2015	Facility Services	Renewal
11	Facility Services	STM15-215T Earl Beatty Public School EL4-Y2 Daycare Alterations EL4 Program.	16	Edgefield Construction Inc.	Yes	No	4	\$180,000	July 2015 / September, 2015	Facility Services	Early Learning – EL4
12	Facility Services	STM15-215T Earl Beatty Public School EL4-Y2 Stair Repair - existing Exterior Stair is in Poor Condition	16	Edgefield Construction Inc.	Yes	No	4	\$190,000	July 2015 / September 15, 2015	Facility Services	School Condition Improvement
13	Facility Services	STM15-243T Lawrence Heights M.S. Chimney Replacement Existing Chimney is deteriorated. Top portion of the Chimney above the gym roof elevation will be removed and a new stainless steel liner will be installed to meet current TSSA requirements.	8	West Metro Contracting	Yes	No	3	\$270,000	July 2015 / September 15, 2015	Facility Services	Renewal
14	Facility Services	RB15-232T Stephen Leacock C.I. Fire Damage Restoration Rebuilt main office due to fire damage.	20	Centrum Renovation & Repair Inc.	Yes	No	5	\$236,623	July 2015/ August 6, 2015	Facility Services	Renewal
15	Facility Services	STM15-236T Supply of Aluminum Window Extrusions for 95 Shorting (Glass Shop) material required to process windows.	N/A	Extrudex Aluminum Ltd.	Yes	No	1	\$400,000	September 2015/ August 2017	Facility Services	Renewal / School Condition Improvement

¹ Alltech Electrical Systems Inc will act as sub-trade to Dole Contracting, who is already performing work at this location

Finance and Accountability Committee (Special Meeting), Report No. 4, July 8 2015

Chart 2: Facilities Contracts Requiring Board Approval (over \$1,000,000 and Consulting Services over \$50,000)

	User/Budget Holder School/Department	Products/Services Details	Ward	Recommended Supplier	Low Bid	Objectio ns	No. of Bids Rec'd	Total Contract Amount	Projected Start/End Date of Contract	Customer Involvement	Funding Source
BOILERS											
1	Facility Services	CN15-234T Central Technical School Heat Plant Conversion, Phase 2. The high pressure steam plant serving 3 building is failing. A decision was made to provide each building with an independent heating plant. Phase 1 was completed in 2014.	10	Vanguard Mechanical Inc.	Yes	No	5	\$1,202,400	July 2015/ October, 2015	Facility Services	School Condition Improvement
2	Facility Services	RB15-238T Downsview S.S. Boiler replacement Four boilers and some of the heating equipment in the North and South Boiler plants are in poor condition and some have already been decommissioned. New boilers and equipment will be installed to update this 55 year old plant.	5	Active Mechanical	Yes	No	8	\$1,120,174	July 2015/ October, 2015	Facility Services	School Condition Improvement

Chart 3: Summary of Select Facilities Contracts
(September 1, 2014 to Present)

Project Classification	Total Expenditures For this Report	Total Number of Projects for this Report	Total Number of Projects 2014/15 to date	Total 2014/15 Contract Awards Reported to Date	Total Number of Projects 2013/14	Total 2013/14 Contract Awards Reported
Boilers	\$2,322,574	2	10	\$4,681,654	11	\$4,676,128
Roofing	\$0	0	0	\$0	7	\$742,297
Building Automation Systems (BAS)	\$0	0	1	\$182,100	0	\$0
Heating Ventilation Air Conditioning (HVAC)	\$0	0	7	\$2,033,805	6	\$2,204,066
Swimming Pools	\$0	0	1	\$149,700	0	\$0
FDK related Design & Construction	\$0	0	4	\$2,478,380	80	\$39,621,237
Vehicles for Facility Svcs Use	\$0	0	0	\$797,402	3	\$730,255
Early Learning – EL4	\$311,208	2	13	\$3,193,644	2	\$158,700
TOTAL	\$2,633,782	4	36	\$13,516,685	107	\$47,973,983
Roofing – November 2013 Bulk Tendering for Roofing Supplies (4 separate tenders) and Roof Installations (1 consolidated tender)	N/A	N/A	NA	N/A	N/A	\$20,234,861

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Contract Awards [2629]

As presented to the Finance and Accountability Committee on July 8, 2015 (see page 13).

In accordance with the Board's policy P017, Purchasing, the attached charts present contracts for receipt or approval, as appropriate.

Contracts related to the Board's Facility Services function are presented separately.

The recommended suppliers and the term of each contract are shown in the attached charts. Chart 1 outlines contract awards provided for information; Chart 2 outlines contracts requiring Finance and Accountability Committee approval; and Chart 3 outlines contracts requiring Board approval. The amounts shown are based on the estimated annual consumption unless indicated otherwise. Actual amounts depend on the volume of products/services actually used during the term of the contract.

Funding sources are identified for each award listed.

The Process

Contractors bidding on Board construction/maintenance projects must be pre-qualified. Consideration is given to bonding ability, financial stability, depth of experience, references, on-site safety record, and proof of union affiliation (applies to projects less than \$1.5 million or additions less than 500 square feet). Issuing a market call to pre-qualify is periodically advertised in Daily Commercial News and two electronic bulletin boards (Merx and BiddinGo) to facilitate broader public access.

The lowest cost bid is accepted where quality, functional, safety, environmental and other requirements are met. Every effort is made to include input from the users in the development of specifications and the evaluation process. Copies of all bids received and detailed information regarding all recommended awards are available in the Purchasing and Distribution Services department.

Finance and Accountability Committee (Special Meeting), Report No. 4, July 8 2015

Chart 1: Contract Awards Provided for Information (contracts over \$50,000 and up to \$500,000)

	User/Budget Holder School/Department	Products/Services Details	Ward	Recommended Supplier	Low Bid	Objections	No. of Bids Rec'd	Estimated Annual Amount	Projected Start/End Date of Contract	Customer Involvement
1	IT Services	SAP license upgrade to full Business Intelligence Suite.	N/A	Creotech SAP	Yes	No	3	\$39,855 (one-time) \$4,000 (annual)	June 2015 / June 2020	IT Services
2	IT Services	ServiceNow License Renewal	N/A	ServiceNow Inc.	N/A	N/A	Sole Source	\$64,970	July 2014 / July 2015	IT Services

Chart 2: Contract Awards Requiring Finance and Accountability Committee Approval (contracts over \$500,000 and up to \$1,000,000)

	User/Budget Holder School/Department	Products/Services Details	Ward	Recommended Supplier	Low Bid	Objections	No. of Bids Rec'd	Estimated Annual Amount	Projected Start/End Date of Contract	Customer Involvement
1	Employee Services	Extension to Provision of Professional Services to implement ESS/MSS	N/A	Ventura Capital	N/A	N/A	Single Source	\$200,000	September 2015 / April 30, 2016	Employee Services

Finance and Accountability Committee (Special Meeting), Report No. 4, July 8 2015

Chart 3: Contract Awards Requiring Board Approval (contracts over \$1,000,000 and Consulting Services over \$50,000)

	User/Budget Holder School/Department	Products/Services Details	Ward	Recommended Supplier	Low Bid	Objections	No. of Bids Rec'd	Estimated Annual Amount	Projected Start/End Date of Contract	Customer Involvement
1	Visa Students/Int'l Students & Admissions	Provision of International (VISA) Student Insurance. Short term extension of existing agreement.	N/A	Excel	N/A	N/A	Single Source	\$571,200 ¹	September 1, 2015 / December 31, 2015	Purchasing Services staff and International Students department staff
2	Visa Students/Int'l Students & Admissions	Provision of International (VISA) Student Insurance. OECM RFP 2014- 223.	N/A	Mercer	Yes	No	7	\$571,200 ¹	January 1, 2016/ August 31, 2020	OECM, TDSB Purchasing Services staff, Risk Management staff and International Students department staff
3	Director's Office	Educational Partnership renewal between TDSB and Across U-Hub.	N/A	Across U-Hub	N/A	N/A	N/A	\$48,655	September 1, 2015 / August 31, 2017	Director's Office

¹ No cost to the Board, paid by the student through tuition fee.

 Finance and Accountability Committee (Special Meeting), Report No.5, August 20, 2015

Finance and Accountability Committee (Special Meeting)

Report No. 5, August 20, 2015

TO Regular Meeting Date: August 26, 2015

MEETING A special meeting of the Finance and Accountability Committee was convened on Thursday, August 20, 2015 from 12:06 to 12:18 p.m. in Committee Room B, Main Floor, 5050 Yonge Street, Toronto, Ontario, with Marit Stiles presiding.

ATTENDANCE The following members were present: Trustees Marit Stiles (Chair), Tiffany Ford, Ken Lister, David Smith and Chris Tonks. Regrets were received from Trustees Michael Ford and Ausma Malik. Also present was Trustee Robin Pilkey. Trustees Lister, Pilkey, Smith and Tonks participated by electronic means.

The Committee decided to report and recommend as follows:

<u>Part A: Committee Recommendations</u>

No matters to report

<u>Part B: Information Only</u>

1. Contract Awards, Facilities [2630]

The Committee considered a staff report (see FAC:054A, page 1) presenting contract awards.

On motion of Trustee Lister, the Finance and Accountability Committee received the contracts on Chart A and, in accordance with the Board's Policy P017, Purchasing¹, approved the contracts on Chart B.

¹ The policy allows for the appropriate standing committee to approve contracts during the months when no Regular Board meeting is scheduled

2. Contract Awards, Operations [2633]

The Committee considered a staff report (see FAC:054A, page 11) presenting contract awards.

On motion of Trustee T. Ford, the Finance and Accountability Committee received the contracts on Chart A and, in accordance with the Board's Policy P017, Purchasing¹, approved the contract on Chart B.

<u>Part C: Ongoing Matters</u>

No matters to report

SUBMITTED BY Marit Stiles
 Committee Chair

Adopted August 26, 2015 (see pages 4)

¹ The policy allows for the appropriate standing committee to approve contracts during the months when no Regular Board meeting is scheduled

Finance and Accountability Committee (Special Meeting), Report No.5, August 20, 2015

Contract Awards, Facilities [2630]

As presented to the Finance and Accountability Committee on August 20, 2015 (see page 24).

In accordance with the Board's policy P017, Purchasing, the attached charts present contracts for receipt or approval, as appropriate.

The recommended suppliers and the term of each contract are shown in the attached charts. Chart 1 outlines contract awards provided for information, Chart 2 outlines contracts requiring Finance and Accountability Committee approval, and Chart 3 outlines contracts requiring Board approval. The amounts shown are based on the estimated annual consumption unless indicated otherwise. Actual amounts depend on the volume of products/services actually used during the term of the contract.

Chart 4 is a summary of contract awards for selected Facility Service projects for the period September 2014 to date.

Funding sources are identified for each award listed.

The Process

Purchasing and Distribution Services, where possible, invited bids from a minimum of three firms. Requirements expected to exceed \$100,000 were also posted on two electronic bulletin boards (Merx and BiddinGo) to facilitate broader public access.

The lowest cost bid is accepted where quality, functional, safety, environmental and other requirements are met. Every effort is made to include input from the users in the development of specifications and the evaluation process. Copies of all bids received and detailed information regarding all recommended awards are available in the Purchasing and Distribution Services Department.

Finance and Accountability Committee (Special Meeting), Report No.5, August 20, 2015

Chart 1: Facilities Contract Awards Provided for Information (contracts over \$50,000 and up to \$500,000)

	User/Budget Holder School/Department	Products/Services Details	Ward	Recommended Supplier	Low Bid	Objections	No. of Bids Rec'd	Total Contract Amount	Projected Start/End Date of Contract	Customer Involvement	Funding Source
BOILERS											
1	Facility Services	CN15-244T Brimwood Blvd. P.S. Heating Plant Replacement Existing heating boilers and pumps are near end of life cycle.	21	M.Schultz Mechanical Ltd.	Yes	No	5	\$174,000	July 2015/ September 15, 2015	Facility Services	Renewal
HVAC											
2	Facility Services	STM15-247T North Albion C.I. DX Cooling Units Replacement. The existing cooling units are damaged beyond repair, new units are required to eliminate extreme overheating in classrooms second floor of the west wing.	1	Carmichael Engineering Ltd.	Yes	No	3	\$242,383	July 2015/ September 30, 2015	Facility Services	Renewal
3	Facility Services	RB15-272T Ancaster P.S. Gym Air Handling Unit. A New Gym Air Handling unit is to be installed. The gym currently doesn't have one. Lack of ventilation.	5	Stellar Mechanical Inc.	Yes	No	4	145,000	August 2015/ November 16, 2015	Facility Services	Renewal
OTHER											
4	Facility Services	RB15-248Q Churchill P.S. Site Improvements play field extremely uneven & re-grade & drainage for Asphalt play area.	12	DonRos Landscape Contractors	Yes	No	4	\$88,948	July 2015/ August 31, 2015	Facility Services	Renewal
5	Facility Services	WM15-231Q Supply of Commercial Power Tools to the TDSB Supply of Tools for TDSB Trade Staff.	N/A	Speed Fastening Systems	Yes	No	3	120,000	July 17, 2015/ July 31, 2019	Facility Services	Renewal & School Condition Improvement
6	Facility Services	RB15-251Q Malvern C.I. Access to Sanitary Line Below Basement Floor Slab Sanitary Line is Blocked/Broken	16	Orlando Marchese Contracting	Yes	No	4	\$98,000	July 2015/ August 31, 2015	Facility Services	Renewal
7	Facility Services	STM15-255T Martingrove C.I. Emergency Generator Replacement The existing emergency generator is not operational, urgent replacement is required.	2	Buxton and Dawe Ltd.	Yes	No	4	\$120,100	July 2015/ October 31, 2015	Facility Services	Renewal
8	Facility Services	STM15-253T Rivercrest J.S. FDK One room retrofit programming requirement.	1	Inter-All Ltd.	Yes	No	6	\$81,000	July 2015/ September 15, 2015	Facility Services	Full Day Kindergarten
9	Facility Services	CN15-259Q Deer Park P.S. Pool Ductwork Replacement. Life expectancy has been exceeded and system is inoperable.	11	Active Mechanical	Yes	No	4	\$151,000	July 2015/ September 11, 2015	Facility Services	Renewal

Finance and Accountability Committee (Special Meeting), Report No.5, August 20, 2015

	User/Budget Holder School/Department	Products/Services Details	Ward	Recommended Supplier	Low Bid	Objections	No. of Bids Rec'd	Total Contract Amount	Projected Start/End Date of Contract	Customer Involvement	Funding Source
10	Facility Services	CN15-249Q Three Valleys P.S. Additional Parking to provide sufficient parking on Board property to eliminate parking at neighbouring church.	17	Nortown Paving & Construction	Yes	No	4	\$52,800	July 2015/August 28, 2015	Facility Services	School Condition Improvement (SCI)
11	Facility Services	CN15-257Q Fairbank Memorial C.S. Relocation of SALEP program from Brockton High School to Fairbank Memorial C.S.	9	West Metro Contracting	Yes	No	5	\$96,200	July 2015/ October 30, 2015	Facility Services	Proceeds of Disposition
12	Facility Services	WM15-241T Supply 51 Industrial Cabinet Saws (SawStop) to various TDSB Locations. Replace old existing equipment with safety features required. Part of Student Injury Prevention Initiative. Funding provided by the Ministry of Education.	N/A	Atlas Machinery Supply Ltd.	Yes	No	6	\$295,000	August 2015/ September 2015	Facility Services	Student Injury Prevention Initiative – Ministry Funded
13	Facility Services	STM15-258T Jones Avenue P.S. Interior Alterations Caring and Safe Schools relocation from Brockton.	15	Classic Construction Company	Yes	No	7	\$148,720	July 2015/ September 18, 2015	Facility Services	Proceeds of Disposition
14	Facility Services	STM15-252T Dallington P.S. FDK One Room Retrofit Programming Requirement.	17	Inter-All Ltd.	Yes	No	6	\$100,900	July 2015/ October 30, 2015	Facility Services	Full Day Kindergarten
15	Facility Services	STM15-254Q Danforth CTI Exterior Stair Rehabilitation at the Main Entrance The original two 1921 stairs connecting the main entrances to the street sidewalk are deteriorating.	15	Phoenix Restoration	Yes	No	5	\$189,790	July 2015/ September 1, 2015	Facility Services	Renewal
16	Facility Services	STM15-260T Silver Springs P.S. FDK Renovations for FDK programming.	20	Inter-All Ltd.	Yes	No	3	\$136,500	July 2015/ October 30, 2015	Facility Services	Full Day Kindergarten
17	Facility Services	CN15-256Q Kennedy P.S. Inverter Replacement Supply and install new inverter to avoid upgrades to diesel generator required by code (TSSA).	20	Hart-Well Electrical Company Ltd.	Yes	No	3	\$125,500	July 2015/ October 30, 2015	Facility Services	School Condition Improvement
18	Facility Services	Runnymede PS. Emergency Replacement of the Exterior South Stair. The original 1914 concrete stairs have evidence of severe deterioration due to uneven settlement and prolonged exposure to de-icing salt. Concrete steps have multiple areas of cracking and spalling. Metal handrails are corroded and do not meet the current Code requirements.	7	Inter-All Ltd.	Yes	No	3	\$90,000	August 2015/ September 7, 2015	Facility Services	Renewal
19	Facility Services	William Tredway JPS STM15-267T Office & Staff Room Renovation.	19	Classic Construction Ltd.	Yes	No	7	\$166,800	September 2015/ October 30, 2015	Facility Services	Proceeds of Disposition

Finance and Accountability Committee (Special Meeting), Report No.5, August 20, 2015

	User/Budget Holder School/Department	Products/Services Details	Ward	Recommended Supplier	Low Bid	Objections	No. of Bids Rec'd	Total Contract Amount	Projected Start/End Date of Contract	Customer Involvement	Funding Source
		William Tredway JPS and JS Woodsworth PS will be consolidated on Sep 08/ 2015, Renovation of the office rooms and staff rooms in William Tredway are required.									
20	Facility Services	STM15-264T Portage Trail C.S. Playing Field Risk Management Control. Playing field environmental risk management control and playing field landscape retrofits. Environmental risk management plan including the application of the fill cap, sub-drain system, playing field retrofits and landscaping.	6	JMX Demolition and Environmental Contractors	Yes	No	6	\$477,000	August 2015/ October 30, 2015	Facility Services	Renewal
23	Facility Services	STM15-268T McCowan JPS Parking Drop off Improvements TLC requested to upgrade access road from Torrance Road by providing 2 way traffic road, turnaround loop and new parking stalls.	18	Inter-All Ltd.	Yes	No	6	\$212,000	August 2015/ November 16, 2015	Facility Services	TLC
24	Facility Services	STM15-184P Inspections of Electrical Lifting Devices Vendor of Record to inspect TDSB owned Electrical Lifting Devices.	N/A	Vertical Systems	Yes	No	2	\$80,000	August 2015/ August 15, 2019	Facility Services	School Operations Grant

Finance and Accountability Committee (Special Meeting), Report No.5, August 20, 2015

Chart 2: Facilities Contracts Requiring Finance and Accountability Committee Approval (contracts over \$500,000 and up to \$1,000,000)

	User/Budget Holder School/Dept.	Products/Services Details	Ward	Recommended Supplier	Low Bid	Objections	No. of Bids Rec'd	Total Contract Amount	Projected Start/End Date of Contract	Customer Involvement	Funding Source
HVAC											
1	Facility Services	RB15-245T York Memorial C.I. Chiller Plant /Cooling Tower Replacement Existing chiller/cooling tower have outlasted their life expectancy of 49 years and require replacing	6	Vanguard Mechanical Inc.	Yes	No	8	\$558,300	August 2015/ November 30, 2015	Facility Services	School Condition Improvement

Chart 3: Summary of Select Facilities Contracts
(September 1, 2014 to Present)

Project Classification	Total Expenditures For this Report	Total Number of Projects for this Report	Total Number of Projects 2014/15 to date	Total 2014/15 Contract Awards Reported to Date	Total Number of Projects 2013/14	Total 2013/14 Contract Awards Reported
Boilers	\$174,000	1	11	\$4,855,654	11	\$4,676,128
Roofing	\$0	0	0	\$0	7	\$742,297
Building Automation Systems (BAS)	\$0	0	1	\$182,100	0	\$0
Heating Ventilation Air Conditioning (HVAC)	\$945,683	3	10	\$2,979,488	6	\$2,204,066
Swimming Pools	\$0	0	1	\$149,700	0	\$0
FDK related Design & Construction	\$318,400	3	7	\$2,796,780	80	\$39,621,237
Vehicles for Facility Svcs Use	\$0	0	0	\$797,402	3	\$730,255
Early Learning – EL4	\$0	0	13	\$3,193,644	2	\$158,700
TOTAL	\$1,438,083	7	43	\$14,954,768	107	\$47,973,983
Roofing – November 2013 Bulk Tendering for Roofing Supplies (4 separate tenders) and Roof Installations (1 consolidated tender)	N/A	N/A	NA	N/A	N/A	\$20,234,861

Finance and Accountability Committee (Special Meeting), Report No.5, August 20, 2015

Contract Awards [2633]

As presented to the Finance and Accountability Committee on August 20, 2015 (see page 24).

In accordance with the Board's policy P017, Purchasing, the attached charts present contracts for receipt or approval, as appropriate.

Contracts related to the Board's Facility Services function are presented separately.

The recommended suppliers and the term of each contract are shown in the attached charts. Chart 1 outlines contract awards provided for information; Chart 2 outlines contracts requiring Finance and Accountability Committee approval; and Chart 3 outlines contracts requiring Board approval. The amounts shown are based on the estimated annual consumption unless indicated otherwise. Actual amounts depend on the volume of products/services actually used during the term of the contract.

Funding sources are identified for each award listed.

The Process

Contractors bidding on Board construction/maintenance projects must be pre-qualified. Consideration is given to bonding ability, financial stability, depth of experience, references, on-site safety record, and proof of union affiliation (applies to projects less than \$1.5 million or additions less than 500 square feet). Issuing a market call to pre-qualify is periodically advertised in Daily Commercial News and two electronic bulletin boards (Merx and BiddinGo) to facilitate broader public access.

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Chart 1: Contract Awards Provided for Information (contracts over \$50,000 and up to \$500,000)

	User/Budget Holder School/Department	Products/Services Details	Ward	Recommended Supplier	Low Bid	Objections	No. of Bids Rec'd	Estimated Annual Amount	Projected Start/End Date of Contract	Customer Involvement
1	All Schools	Epinephrine Auto-Injectors AS15-003T	N/A	LPG Inventory	Yes	No	5	\$17,000	August 2015 / July 2020	Health & Safety department and Purchasing Services
2	IT Services	Microsoft Software Support Provider AS15-014T	N/A	Itegy	Yes	No	1	\$37,500	September 2015 / August 2018	PDS & IT Services
3	IT Services	Viprion Software Maintenance & Support AS15-008T	N/A	CDW Canada	Yes	No	3	\$67,610	September 2015 / August 2016	PDS & IT Services

Chart 2: Contract Awards Requiring Board Approval (contracts over \$1,000,000 and Consulting Services over \$50,000)

	User/Budget Holder School/Department	Products/Services Details	Ward	Recommended Supplier	Low Bid	Objections	No. of Bids Rec'd	Estimated Annual Amount	Projected Start/End Date of Contract	Customer Involvement
1	Psychological Services	Digital Administration of Psychological Tests- Licensing, test protocols and scoring fees.	N/A	Pearson Assessment Canada	N/A	N/A	Sole Source	\$186,000	September 2015	Psychological Services / Purchasing Services

