

Prepared in accordance with section 15 of the Broader Public Sector Accountability Act, 2010 (BPSAA)

TO: The Board of Trillium Health Partners, (the “Board”)
FROM: Michelle DiEmanuele
President & Chief Executive Officer
Trillium Health Partners
Date: July 7, 2020
RE: April 1, 2019 to March 31, 2020

On behalf of Trillium Health Partners (the Hospital) I attest, with best efforts, to:

- the completion and accuracy of reports required of the Hospital pursuant to section 6 of the BPSAA on the use of consultants;
- the Hospital’s compliance with the prohibition in section 4 of the BPSAA on engaging lobbyist services using public funds;
- the Hospital’s compliance with any applicable expense claims directives issued under section 10 of the BPSAA by the Management Board of Cabinet;
- the Hospital’s compliance with any applicable perquisite directives issued under section 15(1)(c.1) of the BPSAA by the Management Board of Cabinet; and
- the Hospital’s compliance with any applicable procurement directives issued under section 12 of the BPSAA by the Management Board of Cabinet,

during the Applicable Period.

In making this attestation, I have exercised care and diligence that would reasonably be expected of a Hospital President and Chief Executive Officer in these circumstances, including making due inquiries of Hospital staff that have knowledge of these matters including THP’s Chief Financial Officer, Senior Leadership, Controller, and Legal Counsel.

I further certify that any material exceptions to this attestation are documented in the attached Schedule A.

Dated at Toronto, Ontario this July 21, 2020.



Michelle DiEmanuele
President and Chief Executive Officer
Trillium Health Partners

I certify that this attestation has been approved by the Board of Trillium Health Partners on July 21, 2020.



Alan MacGibbon
Chair of the Board
Trillium Health Partners

SCHEDULE A to Attestation

1. Exceptions to the completion and accuracy of reports required in section 6 of the BPSAA on the use of consultants;

No Known Material Exceptions
Please see THP Hospital Reporting on Consultant Use.

2. Exceptions to the Hospital's compliance with the prohibition in section 4 of the BPSAA on engaging lobbyist services using public funds;

No Known Material Exceptions

3. Exceptions to the Hospital's compliance with the expense claims directive issued under section 10 of the BPSAA by the Management Board of Cabinet;

No Known Material Exceptions

4. Exceptions to the Hospital's compliance with the perquisites directives issued under section 15(1)(c.1) of the BPSAA by the Management Board of Cabinet;

No Known Material Exceptions

5. Exceptions to the Hospital's compliance with the procurement directive issued under section 12 of the BPSAA by the Management Board of Cabinet,

Please see Shared Service West BPS Attestation reporting package for exceptions to Procurement Directives including 3rd party BPS attestations from THP's Supply Chain partners, HealthPRO, Plexxus and Mohawk/Medbuy Corporation.

Hospital Reporting on Consultant Use



Name of Hospital:

Trillium Health Partners

LHIN:

Mississauga Halton LHIN

Reporting Period:

April 1, 2019 to March 31, 2020

No.	Consulting Firm (Name)	Contract Number	Name & Title of Consulting Contract	Contract Terms (Original plus renewals / amendments)	Procurement Value (Originals Plus renewals / amendments and TOTAL PAID)	Consulting Selection Process (Invitational competitive, open competitive, or non-competitive)	Any modifications to the agreement (Yes/No)? If "yes" - please indicated whether the procurement documents allowed for this (Yes/No)? If modification not permitted, ensure modification is captured on the BPS Non Compliance and Exceptions Reporting Form
1	Bass Associates; Emond Hamden LLP;	165762	Labour Relations Strategic Support (Multi-award)	March 1, 2019 to February 28, 2024	Total Procurement Value: \$500,000 plus tax Total Paid to Date: \$77,008 plus tax	Open competitive	No Modifications
2	HH Angus & Associates Ltd.	165598	ICAT Advisory Services for THP Broader Redevelopment Project	December 20, 2018 to September 30, 2021	Total Procurement Value: \$1,161,876 plus tax Total Paid to Date: \$499,949 plus tax	Open competitive	Option extended until completion of work.
3a	BA Consulting Group Ltd.	165469	Transportation Consultant	October 1, 2018 to September 30, 2028	Total Procurement Value: \$1,064,872 plus tax Total Paid to Date: \$407,181 plus tax	Open competitive	No Modifications
3b	BA Consulting Group Ltd.	None, PO only	Transportation Consultant - Parking	April 3, 2019 to April 4, 2019	Total Procurement Value: \$5,172 (incl. tax) Total Paid to Date: \$5,172 (incl. tax)	Non-competitive.	No Modifications.
4	Protiviti	166370	Cyber Security - Phase II	June 1, 2019 to January 31, 2020	Total Procurement Value: \$89,700 plus tax Total Paid to Date: \$73,700 plus tax.	Invitational competitive & Non competitive	Limited tender Amendment #1 was done to extend the contract till January 31, 2020.
5	Healthtech Inc.	166090	Harmonizing Financial Material Management Modules	January 18, 2019 to February 28, 2021	Total Procurement Value: \$230,800 plus tax Total Paid to Date: \$188,250 plus tax	Open competitive	Amendments were done to extend the contract to February 28, 2021.
6	Canadian Health Services Research Group	161665	HSFR Planning & Advisory Services	May 31, 2017 to December 31, 2021	Total Procurement Value: \$350,100 plus tax Total Paid to Date: \$ Nil	Open competitive	Amendments were done to extend the contract to December 31, 2021.
7	Deloitte	167064	Utilities Rebate Review (Contingency) Agreement	August 2, 2019 to August 1, 2020	Total Procurement Value: \$1,017,245 Total Paid to Date: \$1,017,245	Non-competitive	No Modifications. Value of contract dependent on identified savings realized by Hospital.
8	CIM Professional Services Inc.	166807	Endo Landscape Analysis	July 29, 2019 to November 30, 2019	Total Procurement Value: \$24,980 plus tax Total Paid to Date: \$24,980 plus tax	Invitational competitive	No Modifications
9	Selectpath Benefits and Financial Inc.	159833	HR Benefits Consulting Services	November 1, 2016 to October 31, 2021	Total Procurement Value: \$331,080 Total Paid to Date: \$154,447	Open competitive	Yes. Option year was extend till October 31, 2021
10	Overlap Associates Inc.	200620	Children/Youth Co-Design Mental Health Initiatives	September 6, 2019 to March 31, 2021	Total Procurement Value: \$39,700 plus tax Total Paid to Date: \$19,850 plus tax	Invitational competitive	No Modifications
11	Mercer Human Resource Consulting	165163/166599	Compensation Program Review	March 2, 2018 to May 1, 2019	Total Procurement Value: \$150,000 plus tax Total Paid to Date: \$149,245 plus tax	Non-competitive	Amendment #1: Contract shall end on or before May 1, 2019. Schedule B (Service Charges) increased from \$99,500 to \$150,000 plus CAD HST.
12	PVCI	201078	Property Appraisal Services	December 9, 2019 to December 31, 2019	Total Procurement Value: \$4,700 plus tax Total Paid to Date: \$4,700 plus tax	Invitational competitive	No Modifications
13	Safe Haven Consulting Ltd	201193	Operational Audit	December 20, 2019 to June 30, 2021	Total Procurement Value: \$44,750 Total Paid to Date: \$ Nil	Non-competitive	No Modifications. Sole source exemption pertains to services involving long term care.
14	3Terra Inc.	201335	BI Analytics Support	February 1, 2020 to January 31, 2023	Total Paid to Date: \$225,000 Total Paid to Date: \$Nil	Non-competitive	No Modifications
15	Montgomery Sisam Architects Inc.	IO led	M Site Concept Site Development Planning Services	December 6, 2019 to June 05, 2020	Total Procurement Value: \$100,000 Total Paid to Date: \$Nil	Non-competitive	No Modifications
16	AnalysisWorks Inc.	166708	ALC Prediction (Early Identification)	March 29, 2019 to September 30, 2019	Total Procurement Value: \$29,790 plus tax Total Paid to Date: \$29,790 plus tax	Invitational competitive	No Modifications
17	Santis; Counsel Public Affairs; Rivet; & StrategyCorp	166282	Crisis & Corporate Communications Services (Multi-award)	November 1, 2019 to October 31, 2024	Total Procurement Value: \$309,307 (includes consulting & non-consulting services) Total Paid to Date: \$5,799 (consulting)	Open competitive	No Modifications

Hospital Reporting on Consultant Use



Name of Hospital:

Trillium Health Partners

LHIN:

Mississauga Halton LHIN

Reporting Period:

April 1, 2019 to March 31, 2020

18	Towers Watson Canada Inc.	161104	Benefits Consulting	April 7, 2017 to October 1, 2023	Total Procurement Value: \$116,095 plus tax Total Paid to Date: \$114,488 plus tax	Open competitive & Non-competitive	Amendments were done due to change in regulation. Longer duration required.
19	BDO Canada	166812	HR Recruitment Process Audit	June 4, 2019 to September 30, 2019	Total Procurement Value: \$53,295 plus tax (includes consulting & non-consulting services) Total Paid to Date: \$8,400 plus tax	Open competitive	No Modifications
20	Deloitte Inc.; Healthtech Consultants; Tectonic Advisory Services; & BlueTree Network, Inc.	166699	HIS Advisory Services for Epic (Multi-award)	December 2, 2019 to December 1, 2021	Total Procurement Value: \$500,000 (includes consulting and non-consulting) Total Paid to Date: \$ Nil (Consulting services)	Open competitive	No Modifications
21	iSecurity		Privacy & Threat Risk Assessments	April 10, 2019 to June 9, 2019	Total Procurement Value: \$29,900 plus tax Total Paid to Date: \$29,900 plus tax	Invitational Competitive	No.
22	Zeidler Partnership Architects	IO Led	Planning, Design, & Conformance (PDC) Services (THP Broader Redevelopment Project)	April 2, 2019 to November 2027	Total Procurement Value: \$12,989,790 plus tax (Includes consulting and non consulting) Total Paid to Date: \$236,094 plus tax	Open competitive	No.
23	Privacy Horizon	200900-1	Privacy Impact Assessment for OneTHP	January 16th 2020 to June 4th 2020	Total Procurement Value \$44,240 plus tax Total Paid to Date: Nil	Invitational competitive	No
24	Cycura Inc.	200992	Threat Risk Assessment for OneTHP	December 30, 2019 to April 30, 2020	Total Procurement Value \$66,372 plus tax Total Paid to Date: Nil	Invitational competitive	No
25	Dialog Ontario Inc	165188	Municipal/Urban Planning Advisory Services (Broader Redevelopment Project)	August 23, 2018 to August 22, 2028	Total Procurement Value: \$4.67M plus tax (Includes consulting and non consulting) Total Paid to Date: \$42,126 plus tax	Open competitive	No
26	KPMG LLP	166344	Procure to Pay Data Analytics	January 18, 2019 to February 28, 2019	Total Procurement Value: \$79,940 plus tax Total Paid to Date: \$80,216 plus tax.	Invitational Competitive	No
27	LOH Architects Associates Inc.	165512	Retail Strategy - Broader Redevelopment Project	December 1, 2018 to December 31, 2025	Total Procurement Value: \$255,550 (Includes consulting and non consulting) Total Paid to Date: \$95,611	Open Competitive	No
28	Canadian Health Services Research Group Inc.	163764	Data Projection & Analysis Services (Master Plan Stage 2 Work)	December 11, 2017 to December 10, 2021	Total Procurement Value: \$187,360 plus tax Total Paid to Date: \$144,183 plus tax	Open Competitive	No
29	Colliers Project Leaders (Equipment Planning Associates Ltd.)	165217	FF&E Planning & Consulting Services (THP Broader Redevelopment Project)	June 1, 2018 to May 31, 2026	Total Procurement Value: \$4,741,392 plus tax (Includes consulting and non-consulting) Total Paid to Date: \$1,275,685 plus tax	Open Competitive	No
30	Hanscomb Limited	164930	Cost Consulting Services (Broader Redevelopment Project)	August 15, 2018 to December 31, 2022	Total Procurement Value: \$550,000 (Includes consulting and non-consulting) Total Paid to Date: \$142,194 plus tax (consulting)	Open Competitive	No
31	KPMG Corporate Finance Inc.	165063	Advisory Assistance for Financing Requirements	June 11, 2018 to June 10, 2023	Total Procurement Value: \$1.924M plus tax Total Paid to Date: \$283,390 plus tax	Open Competitive	No
32	Deloitte LLP	160800	Transaction Advisory Services	March 16, 2017 to September 15, 2019	Total Procurement Value: \$463,275 plus tax Total Paid to Date: \$253,707 plus tax	Open Competitive	Yes. Amendment 1 is to exercise the Extension Option at no additional cost (term of 1 year). The new expiry date of the Prime Agreement shall be September 15, 2019.
33	KPMG LLP	157041	KPMG - Tax Advisory Services - Regional	June 01, 2015 to May 31, 2020	Total Procurement Value: \$300,000 Total Paid to Date: \$297,912	Open Competitive	Yes. Amendment 1 is to exercise the Extension Option at \$60,000 annually potential spend (term of 2 years). The new expiry date of the Prime Agreement shall be May 31, 2020.

Hospital Reporting on Consultant Use



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Mississauga Halton LHIN

Reporting Period:

April 1, 2019 to March 31, 2020

34	Deloitte Inc.	165612	Strategic Advisory Services (THP Broader Redevelopment Project)	August 01, 2018 to December 30, 2018	Total Procurement Value: \$246,000 plus tax Total Paid to Date: \$230,000 plus tax	Open Competitive	No
35	Agnew, Peckham and Associates Ltd	162198	Pre-Functional & Functional Programming Services	July 27,2018 to December 31, 2020	Total Procurement Value: \$4,432,200 (incl.taxes) (Includes consulting and non-consulting) Total Paid to Date: \$608,392 (incl. taxes)	Open Competitive	No
36	Cushman & Wakefield ULC, Brokerage	165095	Commercial Real Estate Advisory Services	November 1, 2018 to October 31, 2025	Total Procurement Value: \$1,009,700 plus tax (Includes consulting and non-consulting) Total Paid to Date: \$ Nil (consulting services)	Open Competitive	No.
37	Deloitte Inc.	166365	FF&E Management Consulting Services	February 25, 2019 to February 24, 2020	Total Procurement Value: \$69,900 plus tax Total Paid to Date: \$69,900 plus tax	Invitational Competitive	No.
38	iSecurity Inc.	166726	Cybersecurity Readiness Assessment Services	April 1, 2019 to December 31,2019	Total Procurement Value: \$42,900 plus tax Total Paid to Date: \$42,000 plus tax	Non competitive	No.
39	Beacon Environmental Limited	CE14.15 MQ119	Environmental Consultant for THP Master Plan		Total Procurement Value: \$34,500 plus tax Total Paid to Date: \$20,413 plus tax.	Invitational Competitive	No.
40	Releve Consulting Services (Sara Lankshear)		Environmental Scan re: Professional Practice Standards		Total Procurement Value: \$6,875 plus tax Total Paid to Date: \$6,875 plus tax.	Invitational competitive	No
41	Stantec	163773	Scheduling and Advisory Services (THP Broader Redevelopment Plan)	February 16,2018 to February 15,2024	Total Procurement Value: \$1,413,690 plus tax Total Paid to Date: \$369,442 plus tax	Open competitive	No
42	RFP Solutions, JD Campbell & Associates, PPI Consulting		Fairness Advisory Services re: Procurements (Multi-award)	July 2014 to July 2019	Total Procurement Value: \$150,000 Total Paid to Date: RFP Solutions:\$74,589 (tax included) JD Campbell: \$3,729 (tax included) PPI Consulting: NIL	Open competitive	No
43	Blackstone Energy Services Inc.		Energy Marketer Regional Consulting Services	November 1, 2016 -October 31, 2021	Total Procurement Value:\$10,487,865 Total Paid to Date: Estimated \$314,271	Open competitive	No
44	Zeidler and B&H Architects		Master Plan Study	September 13,2017 to December 31, 2017	Total Procurement Value: \$217,000 plus tax Total Paid to Date: \$218,865 plus tax	Open competitive	19/20 Note: This initiative closed out in prior years, however Total Paid to Date previously reported was not accurate. Appropriate update provided.

May 27, 2020

Michelle DiEmanuele,
President & CEO
Trillium Health Partners
2200 Eglinton Avenue West
Mississauga, ON L5M 2N1.

Dear Ms. DiEmanuele:

Compliance with the Broader Public Sector Procurement Directive and applicable trade agreements

We provide this letter in connection with compliance of Trillium Health Partners' ("you", "your" or "Hospital") procurement contracts administered and completed by Shared Services West ("SSW" or "us") from April 1, 2019 to March 31, 2020 ("the Applicable Period") with the Broader Public Sector Procurement Directive (BPSPD) issued under Section 12 of the *Broader Public Sector Accountability Act* by the Management Board of Cabinet and the applicable trade agreements (i.e., Canada Free Trade Agreement (CFTA) and Canada-European Union Comprehensive Economic and Trade Agreement (CETA)). BPSPD, CFTA and CETA are jointly referred to hereinafter as the "Procurement Directive".

For procurements (including redevelopment contracts) partly managed by SSW during the Applicable Period, this attestation applies only to the portion of the work performed by us. For contracts completed by HealthPro the applicable attestation is attached at Appendix 2. In terms of our procurement affiliations with other shared services organizations ("Other SSO"), the attestation of the Other SSOs relating to such contracts is attached at Appendix 3 & 4.

In making this attestation, we have exercised care and diligence that would reasonably be expected of a **President & CEO, Vice President, Corporate Services & Systems Integration, and CFO, and Vice President, Operations**, in these circumstances, including reviewing our internal compliance framework, making due inquiries of staff that have knowledge of these matters, internal attestations received from our sourcing management staff, and the results of an internal review conducted by us of a sample drawn from all contracts completed by SSW during the Applicable Period ("the Review").

Procurement Directive compliance:

- We have completed procurement contracts for goods and services, including consulting services, on your behalf in accordance with the Procurement Directive to the extent of its applicability to our work, and have provided you a list of all our findings resulting from the Review. Material exceptions to Mandatory Requirement (MR) # 2, 3, 15, 18 and 21 have been provided at Appendix 1 together with the scope of the Review. Wherever applicable, the Review also identified areas of improvement as well as the impact of governmental direction and COVID-19 pandemic.

Policy compliance:

- We acknowledge that we are responsible for ensuring that your contracts are executed in compliance with the Procurement Directive and your specific policies, and have designed and implemented an internal control framework to prevent and detect deviations therefrom.
- We have taken steps to retain all material documentation, information, and communication related to the procurement processes, in a recoverable format, in accordance with the Procurement Directive and your policies.

Communications from Government authorities:

- There have been no communications from the Ministry of Finance or any other regulatory or government agency concerning non-compliance, or potential deficiencies in compliance, with the Procurement Directive or any other related legislated directive or policy.

Potential legal disputes:

- In relation to the procurements completed by us on your behalf, we've informed your Chief Financial Officer of any significant bid disputes or other matters which could potentially expose you to legal risk or contingent liabilities immediately upon learning of the same. All of them were satisfactorily resolved during the Applicable Period.

The following listings are provided in the attached appendices:

1. Material exceptions – Appendix 1;
2. Attestation from HealthPro - Appendix 2;
3. Attestation from Plexxus - Appendix 3; and
4. Attestation from MMC- Appendix 4

A list of consulting services contracts has been provided to you separately.

Yours truly,


Karen Belaire (May 27, 2020 12:10 EDT)

Karen Belaire
President & CEO


Rohit Tandon (May 27, 2020 10:53 EDT)

Rohit Tandon
*Vice President, Corporate Services
& Systems Integration, and CFO*


Tammy Quigley (May 27, 2020 10:54 EDT)

Tammy Quigley
Vice President, Operations

Appendix 1

Material Exceptions

We conducted an internal review of a sample comprising 60 contracts drawn from all the contracts managed and completed by us during the Applicable Period. The contracts comprised in the sample were selected based on their spend value and complexity, and in terms of the Audit Plan approved by our Board. In addition to this sample, all contracts requiring hospital Board of Directors approval based on their term value were also reviewed for compliance with Mandatory Requirement (MR #2) relating to approval authority. Results of this Review are provided in Part-A below.

Since we do not manage a portion of compliance with the Procurement Directive, the scope of the Review excluded testing compliance with the following Mandatory Requirements (MR):

MR #1 – Hospital Segregation of Duties:

- Organizations must segregate at least three of the five functional procurement roles: Requisition, Budgeting, Commitment, Receipt and Payment. Responsibilities for these roles must lie with different departments or, at a minimum, with different individuals. Where it is not feasible to segregate these roles, i.e., for smaller organizations, adequate compensating controls approved by an external auditor must be put in place.

MR #2 – Establishment of the Approval Authority:

- Organizations must establish an approval authority schedule (AAS) for procurement of goods and non-consulting services. The AAS must be approved by the Board of Directors of the organization or its equivalent prior to commencement of procurement.

MR #22 – Contract Management:

- Payments must be made in accordance with provisions of the contract. All invoices must contain detailed information sufficient to warrant payment. Any overpayments must be recovered in a timely manner.
- Establish expense claim and reimbursement rules compliant with the Broader Public Sector Expenses Directive and ensure all expenses are claimed and reimbursed in accordance with these rules.
- Ensure that expenses are claimed and reimbursed only where the contract explicitly provides for reimbursement of expenses.

Appendix 1

Material Exceptions

In a few cases, the Review found some documents had not been retained by SSW after completion of the procurement process. Corroborating evidence was however found in other related documents for such contracts to support compliance with the BPS Procurement Directive.

In terms of the Provincial direction, several shared services organizations in Ontario are working collaboratively to consolidate contracts for certain high-value products. SSW too has aligned the end date of some of its agreements with the expected start dates of these consolidated contracts, resulting in exceptions to MR #18 (term of agreement modifications) that were identified during the Review. Since such harmonization has preserved the current pricing and supply continuity to the Hospital, agreements with this exception are not listed herein.

In order to secure critical COVID-19 related supplies for the Hospital, SSW and its hospitals established certain expedited procurement processes that also sometimes resulted in non-compliance with MR #2 (approval authority) and #3 (competitive procurement thresholds), in the latter case principally being due to apprehension of supplies being lost to other worldwide buyers in the time taken to conduct competitive procurements. These agreements, monitored for compliance by us with the expedited processes, are not separately listed herein. The Hospital's Board of Directors has also revised the approval levels for COVID-19 related procurements retroactively from March 17, 2020, and SSW is working with the Hospital to align the completed procurements with the updated framework.

Primary focus by SSW and the Hospital on pandemic related procurements necessitated deferment of competitive procurement process of agreements expiring during this period. These agreements were extended to allow for such processes to be completed subsequently, sometimes resulting in exceptions to MR #18 (term of agreement modifications), and are not listed individually herein.

The Canadian Free Trade Agreement requires public posting of award notice for non-competitive procurements. In certain cases such posting was delayed beyond the prescribed time periods.

During the course of the Review, we became aware of several procurements completed for interfacing the Hospital's legacy systems with EPIC (an electronic health record system currently being implemented at the Hospital). These procurements were not included as part of the Review, which also did not extend to the procurement of such legacy systems completed in the preceding years. Thus, no attestation is made as to the compliance of all these procurements with the Procurement Directive.

Appendix 1

Material Exceptions

Part A: Following material exceptions were identified as a result of the Review of the sample referred to above:

Contract ID	Contract Description	Procurement Type	Vendor Name	Term + Option (years)	Estimated Commitment Value (incl. option years)	MR #	Comments
CE1920-CV2775 & multiple	Linear Accelerator	Open competitive	Varian Medical Systems	3+2 years	\$11,249,000	2	Actual aggregate spend exceeded original estimate, triggering requirement for approval by Board (> \$5M); CEO approval already obtained.
165681	PACs Replacement	Open competitive	Sectra Medical	5+5 years	\$3,618,000 Total commitment value: \$21M	21	\$3.6M for pathology and cardiology module was added to the contract to hold pricing for potential future commitment. Board approved total spend of \$21.8M (which includes the said \$3.6M). Limited tender approval not obtained.
166945	TAVI Products	Non competitive	Boston Scientific	19 months	\$955,000	21	Non-competitive procurement conducted to secure sufficient quantity of a new cardiovascular product for use by Clinicians to prepare them to adequately evaluate the same in an upcoming Provincial competitive process.
155472	General Medical Surgical Distribution	Non competitive	Cardinal Health Canada	6 months	\$344,000	18, 21	Non-competitive contract was signed to allow more time for the upcoming competitive process.
161104	Benefits Consulting	Non competitive	Towers Watson Canada Inc	4 years and 6 months	\$116,000	18	Contract extended beyond specified term to allow for time to complete assessment of requirements due to changes in provincial regulation for executive compensation framework (304/16).

Appendix 1

Material Exceptions

Part-B: To maximize value for money and for the hospital's benefit, purchases under a contract commenced after all the terms and conditions of the contract had been finalized but before it was formally signed and/or terms and conditions of the expiring contracts were maintained while procurement process was being conducted for the new contract (MR#15: Executing the contract). Contracts with significant gaps between first purchase and formal execution are provided in the table below:

Contract ID	Contract Description	Vendor Name	Contract Completion Year (Actual/Estimated)	Estimated Current Year Spend Until Contract Signature
166614	PC replacement & IT Infrastructure	Dell Canada Inc	2019	\$2,100,000
165464	Healthcare Security Services	Paladin Security	2019	\$1,676,000
162556	Non-Urgent Transportation	Voyager Transportation	2019	\$1,113,000
200359	Consumables for Heart/Lung Machine	LivaNova Canada	2019	\$896,000
154522	EP Catheters	Abbott Vascular	2019	\$587,000
165030	Implantable Cardioverter Defibrillators	Abbott Vascular	2019	\$333,000
164942	Neuro Interventional Products	Medtronic	2019	\$260,000
166441	Advanced Wound Care Product Supply	3M Canada	2020	\$209,000
165281	IOL & Cataract Surgery Accessories	Alcon	2019	\$214,000
157877	Endovascular Grafts	Cook Canada	2019	\$196,000
157722	On Demand Asbestos Abatement, Removal & Repair Services	Highpoint Environmental, McGowan Insulations, and Tri Phase	2019	\$182,000
162544	General Waste Services	Waste Management Canada	2019	\$159,000

Appendix 1

Material Exceptions

Part C: During the course of our sample-based internal review, we have become aware of vendor spend that does not meet the requirements of the Procurement Directive (MR# 3, 15 & 21). In some cases the concerned hospital area(s) did not engage us, as required, before seeking these services. These have not been included as part of the Review.

Contract ID	Contract Description	Vendor Name	MR #	Contract Completion Year (Actual/Estimated)	Estimated Current Year Non-Compliant Spend
166706*	IOL & Cataract Surgery Accessories	Labtician Ophthalmics	15	2020	\$533,000
200862 *	Training Space for One THP project	The Courtyard Marriot	3, 21	2019	\$429,000
157868 *	Advanced Bipolar	Medtronic, Olympus & J&J	15	2019	\$379,000
165880 *	Bulk Cable Services	Rogers	3, 21	2020	\$194,000
155031 *	Access Control Systems and Camera Systems	Johnson Controls	15	2019	\$116,000
166740 *	Nutrition and Food Services Distribution	Sysco	15	2019	\$110,000
163712 *	Custom EVAR Grafts	Cook Canada	3	2019	\$100,000
154446 *	Lab Consumables	Fisher Laboratory	15	2019	\$100,000
165741 *	Patient Reminder System	Telus	3	2019	\$100,000
201522 *	Software interface and service	MED2020 Health Care Software	15	2019	\$100,000
N/A *	Consulting service for site development planning	Montgomery Sisam Architects Inc	3	2019	\$100,000

Abbreviations:

MR #: Mandatory Requirement number

MR#2: Approval authority

MR#3: competitive procurement thresholds

MR#15: Executing the contract

MR#18: Term of Agreement Modifications

MR#21: Non-competitive procurement

* Flagged by THP Finance; a full review of these procurements has not been performed.



April 6, 2020

Ms. Michelle DiEmanuele
President and Chief Executive Officer
Trillium Health Partners - All Sites
2200 Eglinton Ave. West
Mississauga, ON L5M 2N1

Dear Ms. DiEmanuele:

Re: Ontario Ministry of Finance Broader Public Sector Procurement Directive

Thank you for your continued support of HealthPRO and your participation in our contracts. As your national group purchasing organization, we understand it is important that our contracting processes comply with national and provincial agreements.

We have reviewed our contracting processes and documents and can attest to HealthPRO's compliance to the Ontario Broader Public Sector Accountability Act Procurement Directive for the fiscal year 2019/20.

To support our category management approach to procurement, some HealthPRO contract extensions were taken to align expiry dates and be positioned to deliver maximum value for the membership. This was an approved business decision; however, the Broader Public Sector Procurement Directives require that such extensions be reported as exceptions. A list of these contracts is included in Appendix A.

If you require additional information, please contact Ms. Krista Stagliano, Vice President of Materials Management (905-568-3478, ext. 256) or Ms. Christine Donaldson, Vice President Pharmacy Services (905-568-3478, ext. 243).

Yours sincerely,

A handwritten signature in blue ink, appearing to read "Cynthia Valaitis".

Cynthia Valaitis
President & CEO

cc: Mr. Rohit Tandon, VP Corporate Services & CFO, Shared Services West



Trillium Health Partners				
Contract No.	Description	Original Expiry Date	Revised Expiry Date	Contract Commitment
CL165CA	Patient Data Chart Paper	December 31, 2019	Nov 30, 2020	No
CL247CA	Tubular Net Bandages	June 30, 2019	Nov 30, 2020	No
CL306CA	Equipment - Sterile Drape - Cover	December 31, 2019	May 31, 2020	Yes
Trillium Health Partners (formerly Credit Valley)				
Contract No.	Description	Original Expiry Date	Revised Expiry Date	Contract Commitment
CL165CA	Patient Data Chart Paper	December 31, 2019	Nov 30, 2020	Yes
CL247CA	Tubular Net Bandages	June 30, 2019	Nov 30, 2020	Yes
CL306CA	Equipment - Sterile Drape - Cover	December 31, 2019	May 31, 2020	Yes



TO: Rohit Tandon, VP, Corporate Services and CFO
Shared Services West (SSW)

FROM: Angela Holtham, Interim Chief Financial Officer

DATE: May 15, 2020

RE: **Broader Public Sector Procurement Directive
for the Period April 1, 2019 to March 31, 2020**

In accordance with Section 15 of the Broader Public Sector Accountability Act, 2010 (“BPSAA”).

On behalf of Plexxus, we attest to compliance with the Broader Public Sector Procurement Directive (“BPS Procurement Directive” effective April 1, 2011) issued under Section 12 of the BPSAA by the Management Board of the Cabinet, during the applicable period of April 1, 2019 to March 31, 2020.

In making this attestation, we have exercised due care and diligence that would reasonably be expected of a President and CEO, and a Chief Financial Officer in these circumstances. To ensure due care and reasonable diligence, Plexxus performs quarterly audits of the procurements managed and completed for its hospitals based on the requirements described in the guidelines relating to the BPS Procurement Directive as part of the Broader Public Sector Accountability Act, 2010. Plexxus ensures its staff are knowledgeable about the BPS Directive by delivering regular training.

As Plexxus does not manage a portion of compliance with the Procurement Directive, the scope of review excluded testing compliance from the mandatory requirements identified in Schedule A.

A handwritten signature in blue ink, appearing to be "DY", written in a cursive style.

David Yundt
President and CEO

A handwritten signature in blue ink, appearing to be "A Holtham", written in a cursive style.

Angela Holtham
Interim Chief Financial Officer

Schedule A: Sections of the BPS Procurement Directive Excluded from Review

The following requirements of the BPS Procurement Directive were not managed by Plexxus and were excluded from compliance testing:

- Requirement #1 - Segregation of Duties
 - Organizations must segregate at least three of the five functional procurement roles: Requisition, Budgeting, Commitment, Receipt and Payment. Responsibilities for these roles must lie with different departments or, at a minimum, with different individuals. Where it is not feasible to segregate these roles, i.e., for smaller Organizations, adequate compensating controls approved by an external auditor must be put in place.
- Requirement #2 - Approval Authority
 - Prior to commencement, any procurement of goods and non-consulting services must be approved by an appropriate authority in accordance with the AAS of the Organization.
- Requirement #15 - Executing the Contract
 - The agreement between the Organization and the successful supplier must be formally defined in a signed written contract before the provision of supplying goods or services commences.
- Requirement #22 - Contract Management
 - Payments must be made in accordance with provisions of the contract. All invoices must contain detailed information sufficient to warrant payment. Any overpayments must be recovered in a timely manner.
 - Establish expense claim and reimbursement rules compliant with the Broader Public Sector Expenses Directive and ensure all expenses are claimed and reimbursed in accordance with these rules.
 - Ensure that expenses are claimed and reimbursed only where the contract explicitly provides for reimbursement of expenses.

May 1, 2020

Tammy Quigley
Shared Services West
2295 Bristol Circle, Suite 101
Oakville, ON
L6H 6P8

Attestation to the BPSAA Supply Chain Secretariat BPS Directive Compliance

Dear Tammy,

Mohawk Medbuy Corporation fully understands and abides by the Ontario Ministry of Finance Broader Public Sector Supply Chain Directives meant to ensure that publicly funded goods and services are acquired by BPS organizations through a process that is open, fair, and transparent.

On behalf of Mohawk Medbuy Corporation, I attest that all contracting services performed on the Members' behalf for the applicable period of April 1, 2019 – March 31, 2020 are in compliance with the Broader Public Sector Supply Chain Directives. Exceptions, for contracts on which the Member participated occurring during the twelve (12) month reporting period are noted on the attached document with supporting explanations.

In making this attestation, I have exercised care and diligence that would reasonably be expected in these circumstances, including making due inquires and reviewing results of the self-assessment audits we have completed.

We, Marc Lemaire, Chief Procurement Officer & Vice President Strategic Sourcing and Ally Dhalla, Vice President Pharmacy Services have the signing authority to make this commitment on behalf of Mohawk Medbuy Corporation.



Marc Lemaire



Ally Dhalla



Attestation Report - April 1, 2019 to March 31, 2020

SHARED SERVICES WEST

Contract No.	Contract Name	Vendor of Contract	Start Date	Original End Date	Extended End Date	Exception Type	Explanation	SSW
C10000	OR CARDIAC PRODUCTS 2017- MERIT	MERIT MEDICAL	1/1/2017	11/30/2019	11/30/2021	Extended	Alignment of Mohawk Medbuy Corporation contracts in support of Strategic Sourcing Provincial harmonization initiative.	P-ND
C10632	PH DESFLURANE INHALATION ANESTHETIC BAX 2019	BAXTER CORPORATION	10/1/2019	9/30/2023		Limited Tendering	If the goods and services can be supplied only by a particular supplier and no reasonable alternative or substitute goods or services exist for any of the following reasons: (i) Requirement is for a work of art (ii) Protection of patents, copyrights or other exclusive rights (iii) Due to an absence of competition for technical reasons (iv) Supply of goods or services is controlled by a supplier that is a statutory monopoly (v) To ensure compatibility with existing goods, or to maintain specialized goods that must be maintained by the manufacturer of those goods or its representative (vi) Work is to be performed on property by a contractor according to the provisions of a warranty or guarantee held in respect of the property or the original work (vii) Work is to be performed on a leased building or related property, or portions thereof, that may be performed only by the lessor (viii) Subscriptions to newspapers, magazines or other periodicals	P-ND
C8371	MMCL ET TUBES SYSTEM, EB TUBES ADULT, FILTERS, HME & FILTERS HME 2014 - MEDTRONIC	MEDTRONIC CANADA -ULC.	8/1/2014	7/31/2019	3/31/2020	Extended	Alignment of Mohawk Medbuy Corporation contracts in support of Strategic Sourcing Provincial harmonization initiative.	P-ND
C8646	MMCL LANCETS ADULT/PEDIATRIC 2015 - MEDICAL MART	MEDICAL MART SUPPLIES LIMITED	5/1/2015	4/30/2018	7/31/2020	Extended	Alignment of Mohawk Medbuy Corporation contracts in support of Strategic Sourcing Provincial harmonization initiative.	P-ND
C8661	OR CHEST DRAINAGE SYSTEMS & CHEST TUBES 2015 - BD	BECTON DICKINSON CANADA INC.	8/1/2015	11/30/2019	5/31/2020	Extended	Alignment of Mohawk Medbuy Corporation contracts in support of Strategic Sourcing Provincial harmonization initiative.	P-ND
C8971	OR WARMING BLANKETS 2016 - 3M	3M	10/1/2016	9/30/2020	12/31/2021	Extended	Alignment of Mohawk Medbuy Corporation contracts in support of Strategic Sourcing Provincial harmonization initiative.	P-ND
MSS-1485	MILR BLOOD ADMINISTRATION AND TRANSFUSION PRODUCT	FRESENIUS KABI CANADA LTD.	7/1/2014	6/30/2019	6/30/2021	Extended	Alignment of Mohawk Medbuy Corporation contracts in support of Strategic Sourcing Provincial harmonization initiative.	P-ND

* Reported Spend indicates Member provided data for the Attestation Period. Note that contracts may have started or ended at various points within the Attestation period. Data compiled from February 1st 2019 to January 31st 2020

P - ND indicates Member participation on contract, however spend data not provided/available.