



STAFF REPORT ACTION REQUIRED

Framework for External Research Collaborations for Transportation Services

Date:	March 24, 2014
To:	Public Works and Infrastructure Committee
From:	General Manager, Transportation Services Treasurer
Wards:	All
Reference Number:	P:\2014\Cluster B\TRA\GM Office \PW14002gmo.docx

SUMMARY

Transportation Services is committed to working to continuously improve and innovate to ensure that operations are as efficient, effective and up-to-date as possible. From time-to-time, opportunities arise to partner with post-secondary institutions and other municipalities to advance policy development, research, or testing of new approaches, methodologies or services. Frequently, third-party organizations, such as the Transportation Association of Canada, will act as a facilitator and project lead for inter-municipal collaboration. These third parties generally take the form of non-profit or non-governmental organizations with a clear mandate to develop and advance professional and standardized transportation best practices and innovation.

This report establishes criteria to be used by the General Manager, Transportation Services, when considering support for future research related projects and initiatives and the approval process to be followed.

RECOMMENDATIONS

The General Manager of Transportation Services and the Treasurer recommend that:

1. City Council authorize the General Manager, Transportation Services, to enter into and execute agreements in respect to City funding and participating in research initiatives or projects related to road and sidewalk management, transportation safety and operations, as well as permits and applications with post-secondary educational institutions, governmental agencies and/or non-governmental professional organizations, including any procurement of services related thereto subject to meeting the following criteria:
 - a. The research initiative or project directly contributes to achieving the mission of Transportation Services;
 - b. The project participants are post-secondary educational institutions in Canada, other municipalities or governmental entities, and/or non-governmental professional organizations with a transportation-focused mission who can provide objective, qualified and professional expertise;
 - c. The project is of a scientific or technical nature utilizing specialized academic or professional expertise at competitive rates and without a profit margin;
 - d. Transportation Services' contribution to each research initiative or project does not exceed a value of \$100,000 (before taxes) per year; and
 - e. An agreement be entered into among all participants in the research initiative or project on terms and conditions satisfactory to the City Solicitor.
2. City Council authorize City Staff to amend Schedule 'A' of the Financial Control By-law, Chapter 71 of the Municipal Code, to include payments to post-secondary educational institutions, other municipalities or governmental agencies and/or non-profit professional organizations in relation to research initiatives or projects which directly contribute to achieving the mission of Transportation Services.

Financial Impact

Funds for the provision of technical expertise or the undertaking of specialized research through post-secondary educational institutions, governmental entities and/or non-governmental professional organizations, as recommended, are available and will be provided for in the relevant fiscal years within Transportation Services' consulting budget, or will be absorbed through already approved budgets for requests made in-year.

The Deputy City Manager and Chief Financial Officer has reviewed this report and agrees with the financial impact information.

DECISION HISTORY

At its meeting on March 4, 2014, the Public Works and Infrastructure Committee referred to staff a request to report back to the Committee on a framework to support expanding and expediting research and innovation through partnering with universities, colleges, Non-Government Organizations (NGOs) like Transportation Association of Canada (TAC), professional organizations like National Association of City Transportation Officials (NACTO), and other City, Provincial and Federal agencies, boards, commissions, etc.

<http://app.toronto.ca/tmmis/viewAgendaItemHistory.do?item=2014.PW29.12>

The proposed framework and criteria follows a similar structure as was approved for Toronto Water by City Council at its meeting of October 22-23, 2007.

<http://app.toronto.ca/tmmis/viewAgendaItemHistory.do?item=2007.PW9.6>

ISSUE BACKGROUND

Transportation Services is committed to working to continuously improve and innovate to ensure that operations are as efficient, effective and up-to-date as possible. From time-to-time, opportunities arise to partner with post-secondary institutions and other municipalities to advance policy development, research, or testing of new approaches, methodologies or services. Frequently, third-party organizations, such as the Transportation Association of Canada, will act as a facilitator and project lead for intermunicipal collaboration. These third parties generally take the form of non-profit or non-governmental organizations with a clear mandate to develop and advance professional and standardized transportation best practices and innovation.

The Financial Control By-law requires that a competitive procurement process be used to obtain goods and services. Exceptions to the competitive process must follow the sole source purchasing procedures. There is also a Schedule 'A' to the by-law which contains a list of items or types of purchases that can be processed without a Purchase Order or Sole Source Request Form. Where Toronto's participation in a joint project involves the contribution of funds, there can be a perceived conflict with the City's purchasing policies and procedures for sole source purchases.

Currently, the undertaking of specialized research necessitates a staff report to Committee to authorize each initiative. The purpose of this Report is to establish a framework for the delegation to the General Manager of Transportation Services of the approval authorization of funding to and participation in specialized research initiatives, by governmental agencies, educational institutions and non-profit entities, which may benefit the Division and the City, and to establish criteria for the approval of such research projects and initiatives.

COMMENTS

Schedule 'A' to the City's Financial Control By-law provides for payments to federal, provincial and other municipal governments and their agencies, boards and commissions without the need for a Purchase Order or Sole Source Request Form, but not to Universities or not-for-profit professional organizations. Therefore, it is recommended that Schedule "A" be amended so that Transportation Services can participate in the funding of projects that directly contribute to the mission of Transportation Services and which meet the following criteria:

- a) The project participants are post-secondary educational institutions in Canada, other municipalities or governmental agencies, and/or non-governmental professional organizations with a transportation-focused mission who can provide objective, qualified and professional expertise;
- b) The project is of a scientific or technical nature utilizing specialized academic or professional expertise at competitive rates and without a profit margin;
- c) Transportation Services' contribution to the project not exceed a value of \$100,000 (before taxes) per year; and that
- d) An agreement be entered into among all participants in the research initiative or project on terms and conditions satisfactory to the City Solicitor.

In the case of undertakings and initiatives led by private enterprises, which inherently stand to benefit financially from any research and development financially supported by the City, the normal competitive procurement process will be followed. The policy for unsolicited quotations and proposals may also apply.

It is noted that the Sole Source procedures under the Financial Control by-law allow the General Manager, Transportation Services to procure specialized expertise from an academic institution or professional not-for-profit organization without competitive bids on the basis that the project is of a scientific or technical nature, utilizing specialized academic or professional expertise.

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SIGNATURE

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