

## **Report on an Inquiry for Prohibited Communications on a Request for Quotation**

**Date:** November 28, 2017  
**To:** City Council  
**From:** Lobbyist Registrar  
**Wards:** All

### **SUMMARY**

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Chapter 140 of the Toronto Municipal Code, Lobbying (the “Lobbying By-law”) requires lobbyists to register and report communications with public office holders about the procurement of goods, services or construction and awarding of a contract. However, the Lobbying By-law restricts communications during an active procurement to only those permitted by the City’s procurement process. The Lobbying By-law, all relevant documents to the procurement, and the City’s Procurement Policies clearly state this restriction. From the time the procurement is issued, through to the time of the award (the “Blackout Period”), communications regarding the procurement are restricted to the procurement’s official point of contact (the “City Contact”). During the Blackout Period, communications with any public office holder, other than the City Contact, are contraventions of the Lobbying By-law. Compliance with the Lobbying By-law, and all relevant procurement rules is required to preserve both, lobbying transparency and the integrity of the City’s procurement processes.

### **RECOMMENDATIONS**

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The Lobbyist Registrar recommends that:

1. City Council receive this report for information.

### **FINANCIAL IMPACT**

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This report has no financial impact.

## **DECISION HISTORY**

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The *City of Toronto Act, 2006*, s. 169 and Toronto Municipal Code, s. 3-7B, provide that the Lobbyist Registrar may report to City Council on inquiries conducted by her, and in the report may disclose such matters as in the Registrar's opinion are necessary for the purposes of the report.

## **COMMENTS**

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Preserving the integrity of the City's procurement processes is foundational to building public trust in City government. Lobbyists must comply with § 140-41A of the Lobbying By-law in order to ensure lobbying transparency in the context of the City's procurement processes.

## **CONTACT**

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## **SIGNATURE**

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Cristina De Caprio  
Lobbyist Registrar

## **ATTACHMENTS**

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Attachment 1: Report to Council on an Inquiry for Prohibited Communications on a Request for Quotation