

**DELEGATED APPROVAL FORM**  
**DIRECTOR, REAL ESTATE SERVICES**  
**MANAGER, REAL ESTATE SERVICES**

TRACKING NO.: 2021-242

Approved pursuant to the Delegated Authority contained in Article 2 of City of Toronto Municipal Code Chapter 213, Real Property

Prepared By:	Mark Gunaratnam	Division:	Corporate Real Estate Management
Date Prepared:	November 22, 2021	Phone No.:	416-392-2598

**Purpose** To obtain authority to enter into a lease amending agreement with Telus Communications Inc. (the "**Landlord**") and Telus international (CDA) Inc. (the "**Service Provider**") with respect to part of the property municipally known as 73 Laird Drive, Toronto for the purpose of extending the lease term for a further period of one (1) year and twenty (20) days, commencing on July 11, 2021 and expiring on July 31, 2022 and reducing the size of the leased premises (the "**Lease Amending Agreement**").

**Property** 73 Laird Drive, Toronto as shown on the Location Map in Schedule "A".

**Actions** 1. Authority be granted to enter into the Lease Amending Agreement with the Landlord and the Service Provider, substantially on the major terms and conditions set out below, and including such other terms as deemed appropriate by the approving authority herein, and in a form acceptable to the City Solicitor;

**Financial Impact** The total cost to the City for the extended period from July 11, 2021 to July 31, 2022 is approximately \$411,688.06 (plus HST) as outlined in Appendix "B". Funding is available in the 2021 Council Approved Operating budget for Technology Services and is included in the 2022 Operating Budget submission for Technology Services for Council consideration.

Term	Rate Per Sq. Ft.	Size of Space	Monthly Rent	Total Rent for Period
Jul. 11, 2021 – Oct. 31, 2021	\$55.00	1,008 sq. ft.	\$55,440	\$ 203,876.13
Nov. 1, 2021 – Jul. 31, 2022	\$55.00	384 sq. ft.	\$21,120	\$ 190,080.00
<b>Monthly Co-Hosting Fee</b>			\$800	\$ 10,141.94
<b>One-Time Fees (Dedicated Hosting &amp; Project Management Charges)</b>				\$ 7,590.00
<b>TOTAL COSTS</b>				<b>\$ 411,688.06</b>

The Chief Financial Officer and Treasurer has reviewed this DAF and agrees with the financial impact information.

**Comments** The lease agreement between the Landlord and the City was authorized by Government Management Committee, Item GM 10.7, adopted in Council on December 3, 2007. Under the lease agreement, the City was permitted to use the leased premises for data services operations. The lease agreement provides that the City may purchase additional services from the Landlord from time to time, by entering into lease amending agreements. The Lease Amending Agreement reduces the leased premises from 1,008sq. ft. to 384sq. ft.

City staff consider the proposed terms to be fair and reasonable to both parties.

**Terms** Further terms of the Amending Agreement No. 18 are set out in Appendix "B".

<b>Property Details</b>	<b>Ward:</b>	Ward 15 – Don Valley West
	<b>Assessment Roll No.:</b>	
	<b>Approximate Size:</b>	
	<b>Approximate Area:</b>	384 Square Feet
	<b>Other Information:</b>	

A.	Manager, Real Estate Services has approval authority for:	Director, Real Estate Services has approval authority for:
<p>1. Acquisitions:</p> <p>2A. Expropriations Where City is Expropriating Authority:</p> <p>2B. Expropriations For Transit-Related Purposes Where City is Property Owner or Has Interest in Property Being Expropriated:</p> <p>3. Issuance of RFPs/REOIs:</p> <p>4. Permanent Highway Closures:</p> <p>5. Transfer of Operational Management to Divisions, Agencies and Corporations:</p> <p>6. Limiting Distance Agreements:</p> <p>7. Disposals (including Leases of 21 years or more):</p> <p>8. Exchange of land in Green Space System &amp; Parks &amp; Open Space Areas of Official Plan:</p> <p>9. Leases/Licences (City as Landlord/Licensors):</p> <p>10. Leases/Licences (City as Tenant/Licensee):</p> <p>11. Easements (City as Grantor):</p> <p>12. Easements (City as Grantee):</p> <p>13. Revisions to Council Decisions in Real Estate Matters:</p> <p>14. Miscellaneous:</p>	<p><input type="checkbox"/> Where total compensation does not exceed \$50,000.</p> <p><input type="checkbox"/> Statutory offers, agreements and settlements where total compensation does not cumulatively exceed \$50,000.</p> <p><input type="checkbox"/> (a) Acceptance of statutory offers, agreements and settlements where total compensation does not cumulatively exceed \$50,000.</p> <p><input type="checkbox"/> (b) Request Hearings of Necessity.</p> <p><input type="checkbox"/> (c) Waive Hearings of Necessity.</p> <p><b>Delegated to more senior positions.</b></p> <p><b>Delegated to more senior positions.</b></p> <p><b>Delegated to more senior positions.</b></p> <p><input type="checkbox"/> Where total compensation does not exceed \$50,000.</p> <p><input type="checkbox"/> Where total compensation does not exceed \$50,000.</p> <p><b>Delegated to more senior positions.</b></p> <p><input type="checkbox"/> (a) Where total compensation (including options/renewals) does not exceed \$50,000.</p> <p><input type="checkbox"/> (b) Where compensation is less than market value, for periods not exceeding three (3) months, including licences for environmental assessments and/or testing, etc.</p> <p><b>Leases pursuant to the Community Space Tenancy Policy delegated to a more senior position.</b></p> <p><input type="checkbox"/> Where total compensation (including options/renewals) does not exceed \$50,000.</p> <p><input type="checkbox"/> Where total compensation does not exceed \$50,000.</p> <p><b>Delegated to more senior positions.</b></p> <p><input type="checkbox"/> Where total compensation does not exceed \$50,000.</p> <p><b>Delegated to more senior positions.</b></p> <p><b>Delegated to more senior positions.</b></p>	<p><input type="checkbox"/> Where total compensation does not exceed \$1 Million.</p> <p><input type="checkbox"/> Statutory offers, agreements and settlements where total compensation does not cumulatively exceed \$1 Million.</p> <p><input type="checkbox"/> (a) Acceptance of statutory offers, agreements and settlements where total compensation does not cumulatively exceed \$1 Million.</p> <p><input type="checkbox"/> (b) Request Hearings of Necessity.</p> <p><input type="checkbox"/> (c) Waive Hearings of Necessity.</p> <p><input type="checkbox"/> Issuance of RFPs/REOIs.</p> <p><input type="checkbox"/> Initiate process &amp; authorize GM, Transportation Services to give notice of proposed by-law.</p> <p><b>Delegated to more senior positions.</b></p> <p><input type="checkbox"/> Where total compensation does not exceed \$1 Million.</p> <p><input type="checkbox"/> Where total compensation does not exceed \$1 Million.</p> <p><input type="checkbox"/> Exchange of land in Green Space System and Parks and Open Space Areas of Official Plan.</p> <p><input type="checkbox"/> (a) Where total compensation (including options/renewals) does not exceed \$1 Million.</p> <p><input type="checkbox"/> (b) Where compensation is less than market value, for periods not exceeding six (6) months, including licences for environmental assessments and/or testing, etc.</p> <p><b>Leases pursuant to the Community Space Tenancy Policy delegated to a more senior position.</b></p> <p><input checked="" type="checkbox"/> Where total compensation (including options/renewals) does not exceed \$1 Million.</p> <p><input type="checkbox"/> (a) Where total compensation does not exceed \$1 Million.</p> <p><input type="checkbox"/> (b) When closing roads, easements to pre-existing utilities for nominal consideration.</p> <p><input type="checkbox"/> Where total compensation does not exceed \$1 Million.</p> <p><input type="checkbox"/> Amendment must not be materially inconsistent with original decision (and subject to General Condition (U)).</p> <p><input type="checkbox"/> (a) Approvals, Consents, Notices and Assignments under all Leases/Licences</p> <p><input type="checkbox"/> (b) Releases/Discharges</p> <p><input type="checkbox"/> (c) Surrenders/Abandonments</p> <p><input type="checkbox"/> (d) Enforcements/Terminations</p> <p><input type="checkbox"/> (e) Consents/Non-Disturbance Agreements/Acknowledgements/Estoppel Certificates</p> <p><input type="checkbox"/> (f) Objections/Waivers/Cautions</p> <p><input type="checkbox"/> (g) Notices of Lease and Sublease</p> <p><input type="checkbox"/> (h) Consent to regulatory applications by City, as owner</p> <p><input type="checkbox"/> (i) Consent to assignment of Agreement of Purchase/Sale; Direction re Title</p> <p><input type="checkbox"/> (j) Documentation relating to Land Titles applications</p> <p><input type="checkbox"/> (k) Correcting/Quit Claim Transfer/Deeds</p>

**B. Director, Real Estate Services and Manager, Real Estate Services each has signing authority on behalf of the City for:**

- Documents required to implement matters for which each position also has delegated approval authority.
- Expropriation Applications and Notices following Council approval of expropriation (Manager, Transaction Services is only Manager with such signing authority).

**Director, Real Estate Services also has signing authority on behalf of the City for:**

- Agreements of Purchase and Sale and all implementing documentation for purchases, sales and land exchanges not delegated to staff for approval.
- Community Space Tenancy Leases approved by delegated authority by the Deputy City Manager, Corporate Services and any related documents.

**Pre-Condition to Approval**

Complies with General Conditions in Appendix B of City of Toronto Municipal Code Chapter 213, Real Property

**Consultation with Councillor(s)**

Councillor:	Councillor Jay Robinson	Councillor:	
Contact Name:	Rachel Van Fraassen	Contact Name:	
Contacted by:	Phone <input type="checkbox"/> X E-Mail <input type="checkbox"/> Memo <input type="checkbox"/> Other <input type="checkbox"/>	Contacted by:	Phone <input type="checkbox"/> E-mail <input type="checkbox"/> Memo <input type="checkbox"/> Other <input type="checkbox"/>
Comments:	No objection ( Jul 27, 2021 )	Comments:	

**Consultation with Divisions and/or Agencies**

Division:	Information Technology Division	Division:	<b>Financial Planning</b>
Contact Name:	Zulfiqar Khan	Contact Name:	Ciro Tarantino
Comments:	Comments incorporated ( Jul 21, Sep 2, Oct 12, Oct 26 & Nov4, 2021)	Comments:	Comments incorporated ( Nov 12, 2021 )

**Legal Services Division Contact**

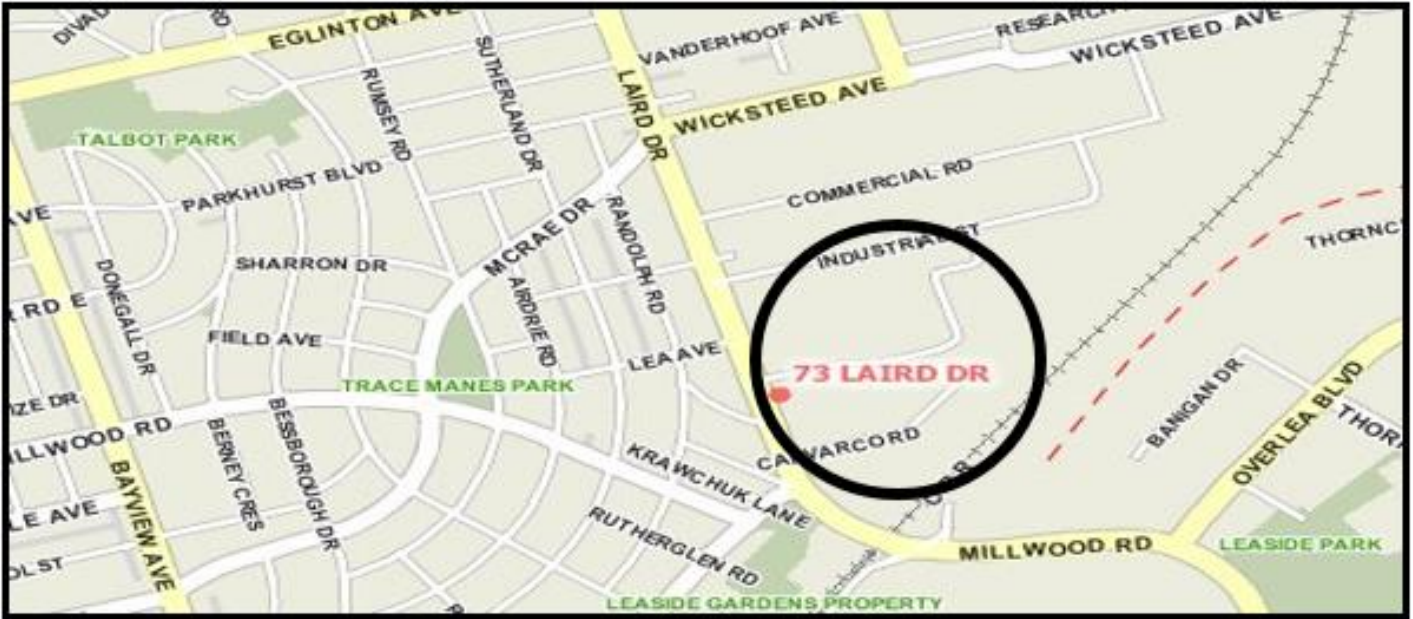
Contact Name: Gloria Lee (Nov 4, 2021)

DAF Tracking No.: 2021-242	Date	Signature
<input checked="" type="checkbox"/> Recommended by: <b>Manager, Infrastructure &amp; Development Scott Delahunt</b>	Nov. 23, 2021	Signed by Scott Delahunt
<input type="checkbox"/> Approved by:		
<input checked="" type="checkbox"/> Approved by: <b>Director, Real Estate Services Alison Folosea</b>	Nov. 23, 2021	Signed by Alison Folosea

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Appendix "A"

Location Map



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**Appendix "B" – Terms****Amending Agreement No. 18**

**Extension:** The Agreement shall be extended commencing from July 11, 2021 to July 31, 2022.

**Rent:** The City shall continue to pay a rent of \$55.00/sq. ft./month for the extension term, as more specifically set out in the table below.

**Part I: Total Rent per Month (Excluding Hosting Service Options and Cross Connects)**

<b>Year</b>	<b>Dedicated Hosting Solution</b>	<b>Premise Space – Cage (sq. ft.)</b>	<b>Rate/sq. ft./month</b>	<b>Total Monthly Rent</b>
Year 10	Jul 11, 2021 to Oct 31, 2021	1008	\$55/sq. ft.	\$55,440.00
	Nov 1, 2021 to Jul 31, 2022	384	\$55/sq. ft.	\$21,120.00

**Appendix "B" – Terms - Continued**

**Part II: Pricing Details**

<b>Hosting and Storage Solution Specifications</b>						
	<b>Customer:</b>	City of Toronto				
	<b>Minimum Term (months):</b>	12				
	<b>Primary TELUS Data Centre:</b>	Toronto Intelligent IDC (Laird)	<b>Street Address:</b>		73 Laird Dr.	
	<b>Specification ID:</b>	CityofToronto-R3-LIDC-44476-1	<b>City/Province:</b>		Toronto, Ontario M4G 3T4	
QTY	Service	Description	Monthly Recurring Charges	One-Time Charges	Total Monthly Recurring Charges*	Total One-Time Charges*
1	<b>Dedicated Hosting (Co-location)</b>	384sqft Co-located Histing (powered to 100w/sqft)	\$21,120.00	\$0.00	<b>\$21,120.00</b>	<b>\$0.00</b>
	TELUS Data Centre:	Toronto Intelligent IDC (Laird)	/unit	/unit		
	Space requirements.:					
	Notes:					
	<ul style="list-style-type: none"> <li>Powered cage 384 sq/ft</li> </ul>					
	ID: 44476-1-01					
1	<b>Dedicated Hosting (Co-location)</b>	<b>Hosting Co-located</b>	\$0.00	\$4,260.00	<b>\$0.00</b>	<b>\$4,260.00</b>
	TELUS Data Centre:	Toronto Intelligent IDC (Laird)	/unit	/unit		
	Space requirements.:					
	Notes:					
	<ul style="list-style-type: none"> <li>Fibre Run for Patch panel migration, from Meet Me room to City of Toronto Cage Row H:</li> </ul>					
	ID: 44476-1-01					
1	<b>Dedicated Hosting (Co-location)</b>	<b>Hosting Co-located</b>	\$0.00	\$2,500.00	<b>\$0.00</b>	<b>\$2,500.00</b>
	TELUS Data Centre:	Toronto Intelligent IDC (Laird)	/unit	/unit		
	Space requirements.:					
	Notes:					
	<ul style="list-style-type: none"> <li>Material and Labor to install a Wall Panel to reduce the size of cage</li> </ul>					
	ID: 44476-1-03					
1	<b>Dedicated Hosting (Co-location)</b>	<b>Hosting Co-located</b>	\$800.00	\$0.00	<b>\$800.00</b>	<b>\$0.00</b>
	TELUS Data Centre:	Toronto Intelligent IDC (Laird)	/unit	/unit		
	Space requirements.:					
	Notes:					
	<ul style="list-style-type: none"> <li>Escort to cage required for City of Toronto Staff</li> </ul>					
	ID: 44476-1-04					
1	<b>Program/Project Management</b>	Project Management Services	\$0.00	\$830.00	<b>\$0.00</b>	<b>\$830.00</b>
	Description:	Project management services	/unit	/unit		
	Hosting space required:	Not required				
	Notes:					
	Project services includemanagement of :					
	<ul style="list-style-type: none"> <li>Fibre Run from POP room to City of Toronto Cage Row H:</li> <li>Installation of Wall Panel to reduce the size of cage</li> </ul>					
	ID: 44476-1-05					
<b>Monthly Recurring Charge</b>					<b>\$21,920.00</b>	
<b>One-Time Charge</b>						<b>\$7,590.00</b>
<b>Total Estimated Monthly Charges (Recurring + Variable)</b>					<b>\$21,920.00</b>	