

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

TRACKING NO.: 2024-187

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

Prepared By:	Allan Mak	Division:	Corporate Real Estate Management
Date Prepared:	July 23, 2024	Phone No.:	416-392-8159

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 to extend the City's use for data server space and add two Cross Connects to the City's services (the "Lease Amending Agreement").																	
Property	Part of the property municipally known as 73 Laird Drive, Toronto as shown on the Location Map in Appendix "A", comprising approximately 840 sq. ft. (the "Leased Premises").																	
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 satisfactory to the City Solicitor.																	
Financial Impact	<p>The total cost to the City for the Extended Term is approximately \$634,860.00 (plus HST) as outlined below. Funding is available in the 2024 Approved Operating budget for Technology Services and will be included in the 2025 Operating Budget submission for Technology Services for consideration.</p> <table><tr><th>Service</th><th>Monthly Cost</th><th>Yearly Cost</th></tr><tr><td>Hosting Service (Powered &amp; Unpowered)</td><td>51,240.00</td><td rowspan="4">\$ 630,960.00</td></tr><tr><td>Escorted Access to and from City's Cage</td><td>800.00</td></tr><tr><td>Cross Connects – Fibre Pair</td><td>450.00</td></tr><tr><td>Cross Connects – Copper Pair</td><td>90.00</td></tr><tr><td>Total Cost</td><td>\$ 52,580.00</td><td></td></tr></table> <p>In addition, there is a one-time charge of \$3,600.00 plus HST to install two additional Cross Connects and two monthly charges of \$150.00 for the two additional Cross Connects for the months of June, 2024 and July, 2024 (for a total of \$3,900.00 in addition to the yearly cost above).</p> <p>The Chief Financial Officer and Treasurer has reviewed this DAF and agrees with the financial impact information.</p>			Service	Monthly Cost	Yearly Cost	Hosting Service (Powered & Unpowered)	51,240.00	\$ 630,960.00	Escorted Access to and from City's Cage	800.00	Cross Connects – Fibre Pair	450.00	Cross Connects – Copper Pair	90.00	Total Cost	\$ 52,580.00	
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Comments	<p>Telus Services Inc. (now TELUS Communications) leased the Leased Premises to the City since 2007 which serves as Information &amp; Technology Division's data centre. Authority for the past agreements can be traced back through the exercise of a Council authority as well as standing delegated authorities. The most recent authority was through, Delegated Approval Form No. 2023-210, which recommended a lease extension for a term of one (1) year from August 1, 2023 until July 31, 2024. The Landlord and the Service Provider have agreed to extend the lease term and the services on the same terms and condition, except for the rent and the addition of two Cross Connects.</p> <p>The proposed rent and other major terms and conditions of the Lease Amending Agreement are considered to be fair, reasonable and reflective of market rates.</p>																	
Terms	<p>Rent: \$634,860.00 plus HST</p> <p>Term: Commencing on August 1, 2024 and expiring on July 31, 2025</p> <p>Other: Two additional Cross Connects will be added to the City's services effective June 1, 2024</p>																	

<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>	78.04 m2 ± (840.00 ft2 ±)
	<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/REOs:</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/Licensor):</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/REOs.</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 checked="" 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 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 (Managers whose position includes responsibility for implementing Council-approved expropriations are the only Managers 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:	Mayor Olivia Chow	Councillor:	
Contact Name:	Michal Hay, Chief of Staff	Contact Name:	
Contacted by:	Phone <input type="checkbox"/> X <input checked="" type="checkbox"/> 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:	Advised	Comments:	

**Consultation with Divisions and/or Agencies**

Division:	<b>Technology Services</b>	Division:	<b>Financial Planning</b>
Contact Name:	Thiago Guedes Cardoso Tudela, Project Manager	Contact Name:	Ciro Tarantino
Comments:	Comments Incorporated	Comments:	Comments Incorporated

**Legal Services Division Contact**

Contact Name: Gloria Lee

DAF Tracking No.: 2024-187	Date	Signature
<input checked="" type="checkbox"/> Recommended by: <b>Manager, Real Estate Services</b> <b>Vinette Prescott-Brown</b>	July 24, 2024	Signed by Vinette Prescott-Brown
<input type="checkbox"/> Approved by:		
<input checked="" type="checkbox"/> Approved by: <b>Director, Real Estate Services</b> <b>Alison Folosea</b>	July 24, 2024	Signed by Alison Folosea



## Appendix "A"

### Location Map

**Municipal Address:** 73 Laird Drive, Toronto, Ontario

