

THE CITY OF TORONTO

City Clerk's Office

Minutes of the e-City Committee

Meeting 10

Monday, November 22, 2004

The e-City Committee met on November 22, 2004, in Committee Room 2, City Hall, Toronto, commencing at 9:30 a.m.

* Councillor	9:30 a.m.
Councillor Peter Milczyn, Chair	X
Councillor Brian Ashton	-
Councillor Mike Del Grande	X
Councillor Adam Giambrone	-
Councillor Doug Holyday	X
Councillor Cliff Jenkins	X
Councillor Jane Pitfield	X
Councillor David Soknacki	-

* Members were present for all or part of the meeting.

Declarations of Interest under the *Municipal Conflict of Interest Act*.

None declared.

Confirmation of October 13, 2004 Minutes

On motion by Councillor Jenkins, the minutes of the e-City Committee held on October 13, 2004, were confirmed.

10.1 e-City Committee Terms of Reference

The e-City Committee considered a communication (October 12, 2004) from Councillor Milczyn, Chair, e-City Committee, forwarding draft e-City Committee Terms of Reference.

The Committee also considered the following communications:

- (November 22, 2004) from Councillor Milczyn, Chair, e-City Committee, forwarding revised draft e-City Committee Terms of Reference; and
- (undated) from Dan King, Civic Efficiency Group requesting that “emergency preparedness” be included into the e-City Committee Terms of Reference.

On motion by Councillor Pitfield, the e-City Committee recommended to the Administration Committee that the revised draft e-City Committee Terms of Reference attached to the communication (November 22, 2004) from the Chair, e-City Committee be adopted subject to adding the following new point (viii) under “Mandate/Terms of Reference”:

(viii) Emergency Preparedness;

and renumbering the remaining points accordingly.

(Administration Committee, cc: Chief Administrative Officer and Commissioner of Corporate Services - November 25, 2004)

10.2 Request for Proposal 3401-04-3216 (Supply, Delivery and Installation of Desktop and Notebook Computers and Related Products and Services) - Copies of Responses to Sections 5.5, 6, 8, 9, 10 and 12

On motion by Councillor Del Grande, the e-City Committee allowed the introduction of a communication (November 22, 2004) from Councillor Del Grande requesting that the Committee direct staff from the Purchasing Department to provide copies of responses from all eight proponents to Sections 5.5, 6, 8, 9, 10 and 12 of Request for Proposal 3401-04-3216.

The e-City Committee recommended to the Administration Committee:

- (1) On motion by Councillor Del Grande, that the Chief Financial Officer and Treasurer and the Commissioner of Corporate Services, in consultation with appropriate City Officials, be directed to provide as soon as possible, to each of

the e-City Committee members, copies of the responses from the eight proponents to Request for Proposal 3401-04-3216, Sections 5.5, 6, 8, 9, 10 and 12, and that staff also be requested to submit a report to the Administration Committee, through the e-City Committee; and

- (2) On motion by Councillor Jenkins, that the Chief Financial Officer and Treasurer, in consultation with appropriate City Officials, be requested to report to the Policy and Finance Committee on:
 - (a) existing policy and practices with respect to identifying confidential and non-confidential portions of Request for Proposal responses; and
 - (b) recommendations to standardize policy and practices having regard to the intent to maintain the maximum amount of openness and transparency.

(Administration Committee; cc: Chief Financial Officer and Treasurer and Commissioner of Corporate Services - November 25, 2004)

The meeting adjourned at 10:25 a.m.

Chair