



OFFICE OF THE CITY CLERK COUNCIL SERVICES

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CAO APPROVAL

The Chief Administrative Officer approved the following recommendation:

Report Number: CAOP 156/2020

Approved: December 3, 2020

THAT the CAO and City Clerk **BE AUTHORIZED** to execute a Letter of Intent (the "LOI") to Nimble Information Strategies Inc. ("Nimble") to allow certain development and workflow design services, as set forth in the Budgetary Quote from Nimble dated November 9, 2020, to begin December 3, 2020, while awaiting approval from the Ministry of Children, Community and Social Services (the "Ministry"), to be satisfactory in form to the City Solicitor, in technical content to the CIO/Executive Director of Information Technology, in financial content to the City Treasurer and in technical content to the Executive Director of Employment and Social Services; and,

THAT upon approval from the Ministry that the City enters Phase 3 of the Ontario Works Electronic Document Management, the CAO and City Clerk **BE AUTHORIZED** to execute a three-year Professional Services Agreement ("PSA") with Nimble, effective as of the date of the approval from the Ministry and ending on December 2, 2023, agreeing to pay Nimble up to a one-time maximum cost of \$232,797, plus applicable HST and an additional on-going service cost to a maximum annual cost of \$33,480, plus applicable HST, per year, satisfactory in form to the City Solicitor, in financial content to the Chief Financial Officer and City Treasurer, in technical content to the CIO/Executive Director of Information Technology and in technical content to the Executive Director of Employment and Social Services; and,

THAT both the limited services to be provided by Nimble under the LOI, as well as the remaining services to be provided by Nimble under the PSA, **WILL BE FUNDED** from the Ontario Works Program Delivery budget within Employment & Social Services Department with expenditures eligible for 50% Provincial funding and County cost sharing on the municipal contribution. The net City one-time cost is estimated to be \$75,246 with annual service costs estimated at \$12,297.

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Clerk's File: SS2020



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Steve Vlachodimos

Deputy City Clerk/Senior Manager of Council Services

December 8, 2020

Department Distribution

Executive Director of Employment & Social Services
Commissioner Community Development & Health Services
Purchasing Manager
City Solicitor
On behalf of Chief Financial Officer and City Treasurer
Chief Administrative Officer

External Distribution