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The Regional Municipality of Durham Report

To: Health and Social Services Committee
From: Commissioner of Social Services
Report: #2023-SS-3
Date: April 6, 2023

Subject:

Supply of Tableware for the Region of Durham's Four (4) Long-Term Care Homes

Recommendation:

That the Health and Social Services Committee recommends to Regional Council:

That a standardized tableware pattern for dishes and cutlery be approved for a five (5) year period at a cost not to exceed \$358,780 for the Region of Durham's four (4) Long-Term Care Homes, with dishes manufactured by Steelite across four (4) Long Term Care Homes and the following manufacturers for cutlery:

- a. Fairview Lodge – Steelite
- b. Lakeview Manor – Oneida
- c. Hillsdale Estates and Hillsdale Terraces – Libbey

Report:

2. Purpose

2.1 The purpose of this report is to provide details and seek approval for the Region of Durham's four (4) Long-Term Care Homes (LTCH) to standardize the pattern for dishes and cutlery for a five (5) year period.

3. Background

3.1 To provide a quality dining service at the Region of Durham's LTCHs, there is a desire to have table settings with matching dishes and cutlery.

- 3.2 Each year, the LTCHs need to replace broken or damaged dishes and cutlery at a total cost, not to exceed \$358,780, over the next five (5) years to be funded from within the annual Social Services Business Plans and Budget.

4. Justification for Standardization

- 4.1 The four (4) LTCH have been using Steelite dishes for several years and need to replace broken or damaged dishes on an annual basis.
- 4.2 The cutlery pattern used at the LTCHs varies across the division but is consistent at the home level.
- a. Fairview Lodge – Steelite
 - b. Lakeview Manor – Oneida
 - c. Hillsdale Estates and Hillsdale Terraces – Libbey
- 4.3 At the Region of Durham LTCHs, every effort is made to enhance the dining experience for our residents. One way to do this is to ensure we have table settings with matching dishes and cutlery.

5. Financial Implications

- 5.1 The Region of Durham's Purchasing By-law #16-2020 allows for the standardization of goods wherever possible and permits the acquisition of goods and services through sole source negotiations under specific circumstances outlined in Appendix C of the By-law. Section 1.1 of Appendix "C" permits negotiations where the goods or services can be supplied only by a particular supplier, to ensure compatibility with existing goods, or to maintain specialized goods that must be maintained by the manufacturer of those goods or its representative.
- 5.2 Standardizing on a pattern for dishes and cutlery product offering does not preclude a competitive process for acquisition, as there are several vendors who would have the ability to bid. Standardization of the patterns for dishes and cutlery will provide consistency across each of the LTCHs while allowing the supply of goods to be competitively bid.
- 5.3 Financing for the acquisition of replacement dishes and cutlery will be included in the annual Social Services Business Plans and Budget.

6. Relationship to Strategic Plan

- 6.1 This report aligns with/addresses the following strategic goals and priorities in the Durham Region Strategic Plan:
- a. Goal 5: Service Excellence – To provide exceptional value to Durham taxpayers through responsive, effective, fiscally sustainable service delivery.

7. Conclusion

- 7.1 It is recommended that approval be granted to standardize the tableware pattern for dishes and cutlery for a five (5) year period at a cost not to exceed \$358,780 for the Region of Durham's four (4) Long-Term Care Homes, with funding to be provided from the annual Social Services Business Plans and Budget.
- 7.2 This report has been reviewed by Finance Department who concurs with the recommendations.

Respectfully submitted,

Original signed by

Stella Danos-Papaconstantinou
Commissioner of Social Services

Recommended for Presentation to Committee

Original signed by

Elaine C. Baxter-Trahair
Chief Administrative Officer