

Ministry of Education

School Board Business
Support Branch

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Ministère de l'Éducation

Direction du soutien aux activités des
conseils scolaires

2 rue Carlton, #710
Toronto (Ontario) M5B 1J3

2021:SB15

Date: August 6, 2021

Memorandum to: Directors of Education
Senior Business Officials

From: Colleen Hogan
Director
School Board Business Support Branch

Subject: Next Steps to Support Supply Chain Centralization and Data Request

The Government of Ontario is continuing to implement initiatives to transform how the public sector delivers services and achieves better outcomes. Announced in March 2019, the Supply Chain Centralization (SCC) initiative will make it easier and more efficient to deliver services and to do business with the province.

On November 16, 2020, the government announced the establishment of Supply Ontario, a new centralized procurement agency that will enable a whole-of-government approach to purchasing goods and services. The new Agency will act as a single, integrated supply chain across the Ontario Public Service (OPS) and Broader Public Sector (BPS), which will streamline business operations and ensure secure and reliable supplies for Ontarians.

To move forward with this work, I am writing to inform you of the next steps on SCC and the input we are seeking from the education sector:

EDU SUPPLY CHAIN CENTRALIZATION TRANSITION WORKING GROUP

To encourage and engage with the sector on the next steps with this initiative, the ministry has established an EDU Supply Chain Centralization Transition Working Group to serve as a resource for school boards regarding matters that arise as the government and Supply Ontario moves forward. Its membership comprises of key education partner representatives and ministry staff.

SCHOOL BOARD PROCUREMENT DATA CONTACT UPDATE

The ministry has previously requested school boards to provide a data contact that the SCC team can work with in February 2020, via B-Memo 2020: B03. The collected contact information has been compiled. Please provide any updates in contact information to EDUProcurementReporting@ontario.ca by August 13, 2021.

SCHOOL BOARD PROCUREMENT DATA COLLECTION

Understanding school board spend and procurement data is a key enabler of the next phases of the initiative, and as such the ministry is asking all school boards and school authorities to submit data on both vendor information and spend for their board using the attached template. This template was developed in consultation with the EDU Supply Chain Centralization Transition Working Group, incorporating feedback and comments received from its members. The submitted procurement data template requires sign-off by the Director of Education and the Senior Business Official.

Due to the effects of the ongoing COVID-19 pandemic, we are asking school boards to provide data for multiple years – from the 2017-18 school year to the 2019-20 school year. Required information includes:

- Type of procurement system(s) currently in use;
- All in-scope vendors;
- Vendor category;
- Expenditures for each vendor for each of the three school years;
- Collaborative arrangement type (if applicable).

School boards should complete the following as part of its submission for this data collection:

- School Board Procurement Data Collection Template;
- Procurement System Questions (included in the Data Collection Template);
- Attestation Form (included in the Data Collection Template).

School board procurement data contacts will receive an e-mail with access information to a dedicated SharePoint site for uploading completed templates and other documents. Completed submissions should be uploaded onto this SharePoint site by no later than August 20, 2021.

In acknowledgement of the time and effort required to complete this data request and through consultation with the Working Group, the Ministry of Government and Consumer Services (MGCS) and the Ministry of Education (EDU) are proposing to gather additional information on behalf of school boards/authorities. MGCS/EDU are requesting school boards' permission to request data on behalf of boards for:

- OECM to provide detailed data on school board use of contract offerings by vendor;
- Direct outreach to vendors and other collaborative procurement organizations based on data collected via the template from school boards.

INDEPENDENT THIRD-PARTY REVIEW AND ASSESSMENT

To strengthen knowledge of procurement activities within the education sector and to inform its decisions on the next steps regarding Supply Chain Centralization, the EDU will engage third-party consultants to gather qualitative information to supplement the data request, and will work directly with a representative subset of boards to validate data, conduct further quantitative analysis and fill in any potential gaps. School board/authority selection will be based on board type, size, region, and OECM participation.

I would like to again acknowledge the collaborative work that has taken place in the sector to support this initiative and thank school boards for their continued engagement. Should you have any questions, please e-mail the EDUProcurementReporting@ontario.ca mailbox.

Sincerely,

Original signed by

Colleen Hogan
Director
School Board Business Support Branch

cc: Tony Pontes, CODE
Peter Derochie, COSBO

Attachments: School Board Procurement Data Collection Reporting Template