

To: Toronto Public Library Board – November 15, 2004

From: City Librarian

Subject: **Lobbying Disclosure for Requests for Proposals and Tender/Quotations Calls Policy**

Purpose:

To request Toronto Public Library Board approval of the revised Lobbying Disclosure for Request for Proposals and Tender/Quotation Calls Policy.

Funding Implications and Impact Statement:

Not applicable.

Recommendation:

It is recommended that:

- (1) the Toronto Public Library Board approve the *Lobbying Disclosure for Request for Proposals and Tender/Quotation Calls Policy* appended as Attachment 1; and
- (2) the appropriate Library officials be authorized and directed to take the necessary action to give effect hereto.

Background:

The Board approved the Lobbying Disclosure for Certain Requests for Proposals and Tender/Quotation Calls at its meeting on October 29, 2001. The policy mirrored the City's policy and was directed at controlling the lobbying activity for only "high value contracts."

The City adopted the Lobbying Disclosure Policy for Request for Proposals and Tender/Quotations Calls at its meeting held on March 1, 2, and 3, 2004 and recommended that the City's Agencies, Boards, Commissions and Corporations amend their policies to be consistent with the City's policy.

Comments:

The scope of the City's policy has been broadened to be applicable to all calls and requests. The Library's policy has been amended to comply with the revisions made by the City.

Conclusion:

The Toronto Public Library's *Lobbying Disclosure for Request for Proposals and Tender/Quotation Calls Policy* will mirror the revised City's policy.

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List of Attachments:

Attachment 1: Toronto Public Library Policy: Lobbying Disclosure for Request for Proposals and Tender/Quotation Calls