

**COUNCIL AUTHORITY FOR CONTRACT AWARDS  
CONTRACT EXTENSION**

<b>Project Award</b>	Contract Extension – Claim Management Software Licensing & Support
<b>Recommendation</b>	<b>Staff is recommending the contract for the Claim Management Software Licensing &amp; Support be extended with Clear Risk Inc. for a two (2) year period, in the amount of \$65,866.50 (exclusive of HST).</b>
<b>Purpose of Report</b>	As per Section 10.1 of Purchasing By-law No. 061-2018, Council approval is required.
<b>Background information</b>	<p>Through CORS-060-23, Council approved the award of the Claim Management Software Licensing &amp; Support with Clear Risk Inc. for a one (1) year term, in the estimated amount of \$52,000. The estimated amount was comprised of \$32,000 operating and \$20,000 capital.</p> <p>The Town entered into direct negotiations with Clear Risk Inc., which resulted in a predictable pricing schedule if the Town enters into a three (3) year term of agreement, as their pricing model is built on term lengths.</p> <p>The first term of the contract was authorized through CORS-060-23 in the total amount of \$30,600 (exclusive of HST). This contract extension for an additional two (2) year term is requested in the total amount of \$65,866.50 (exclusive of HST). Pricing from the initial contract term will increase by 5% for each year of this extension term. July 28, 2025 to July 27, 2026 in the amount of \$32,130 and July 28, 2026 to July 27, 2027 in the amount of \$33,736.50.</p>
<b>Financial Planning Section: Budget Impact</b> (Note 1)	
<b>Account Number(s)</b>	2216-3945
<b>Account Description</b>	Service Agreements
<b>Project Total Budget</b>	N/A
<b>Contract Budget</b>	\$ 32,000
<b>2025 Actual</b> (Net of HST Rebate) (Note 2)	\$ 31,638
<b>Variance</b> (Note 3)	\$ 362 (F)
<b>Funding Source</b>	Operating Budget

Note 1: Financial impact includes any non-refundable portion of HST.

Note 2: Contract actual represents 2025 costs.

Note 3: The increased contract value will be considered in the development of 2025 budget.