



May 27, 2021

David McNeil,
President & CEO
Brant Community Health System
200 Terrace Hill St,
Brantford, ON N3R 1G9

Dear Mr. McNeil:

Compliance with the Broader Public Sector Procurement Directive and applicable trade agreements

We provide this letter in connection with compliance of **Brant Community Health System's ("you", "your" or "Hospital")** procurement contracts administered and completed by **Shared Services West ("SSW" or "us")** from **April 1, 2020 to March 31, 2021 ("the Applicable Period")** with the Broader Public Sector Procurement Directive issued under Section 12 of the *Broader Public Sector Accountability Act* by the Management Board of Cabinet and the applicable trade agreements (i.e., Canada Free Trade Agreement and Canada-European Union Comprehensive Economic and Trade Agreement), all jointly referred to hereinafter as the "**Procurement Directive**".

For procurements partly managed by SSW during the Applicable Period, this attestation applies only to the portion of the work performed by us.

In making this attestation, we have exercised care and diligence that would reasonably be expected of a **President & CEO, Vice President, Corporate Services & Systems Integration, and CFO, and Vice President, Operations**, in these circumstances, including reviewing our internal compliance framework, making due inquiries of staff that have knowledge of these matters, internal attestations received from our sourcing management staff, and the results of an internal review conducted by us of a sample drawn from all contracts completed by SSW during the Applicable Period ("**the Review**").

Procurement Directive compliance:

- We have completed procurement contracts for goods and services, including consulting services, on your behalf in accordance with the Procurement Directive to the extent of its applicability to our work, and will be providing you a list of all our findings resulting from the Review. **The scope of the Review and** material exceptions to the Procurement Directive noted are comprised in the attached Appendix 1.

Policy compliance:

- We acknowledge that we are responsible for ensuring that your contracts are executed in compliance with the Procurement Directive and your specific policies, and have designed and implemented an internal control framework to prevent and detect deviations therefrom.
- We have taken steps to retain all material documentation, information, and communication related to the procurement processes, in a recoverable format, in accordance with the Procurement Directive and your policies.

Communications from Government authorities:

- There have been no communications from the Ministry of Finance or any other regulatory or government agency concerning non-compliance, or potential deficiencies in compliance, with the Procurement Directive or any other related legislated directive or policy.

Potential legal disputes:

- In relation to the procurements completed by us on your behalf, we've informed your Chief Financial Officer of any significant bid disputes or other matters which could potentially expose you to legal risk or contingent liabilities immediately upon learning of the same. All of them were satisfactorily resolved during the Applicable Period.

A list of consulting services contracts has been provided to you separately.

Yours truly,

Karen Belaire (May 27, 2021 13:45 EDT)

Karen Belaire
President & CEO

Rohit Tandon (May 27, 2021 13:09 EDT)

Rohit Tandon
Vice President, Corporate Services
& Systems Integration, and CFO

Tammy Quigley (May 27, 2021 12:57 EDT)

Tammy Quigley
Vice President, Operations