



Attestation Form

Prepared in accordance with section 15 of the *Broader Public Sector Accountability Act, 2010*
(BPSAA)

TO: The Ottawa Hospital Board of Governors
FROM: Dr. Jack Kitts
President & CEO
The Ottawa Hospital
DATE: May 27, 2015
RE: April 1, 2014 – March 31, 2015

On behalf of The Ottawa Hospital ("the Hospital") I attest to:

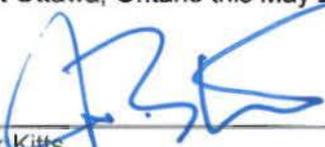
- the completion and accuracy of reports required of the Hospital pursuant to section 6 of the BPSAA on the use of consultants;
- the Hospital's compliance with the prohibition in section 4 of the BPSAA on engaging lobbyist services using public funds;
- the Hospital's compliance with any applicable expense claims directives issued under section 10 of the BPSAA by the Management Board of Cabinet;
- the Hospital's compliance with any applicable perquisite directives issued under section 11.1 of the BPSAA by the Management Board of Cabinet; and
- the Hospital's compliance with any applicable procurement directives issued under section 12 of the BPSAA by the Management Board of Cabinet,

during the Applicable Period.

In making this attestation, I have exercised care and diligence that would reasonably be expected of a President & CEO in these circumstances, including making due inquiries of Hospital staff that have knowledge of these matters.

I further certify that any material exceptions to this attestation are documented in the attached Schedule A.

Dated at Ottawa, Ontario this May 27, 2015.



Dr. Jack Kitts
President & CEO
The Ottawa Hospital

I certify that this attestation has been approved by the Board of Governors of the Ottawa Hospital on June 3, 2015.



James G. McCracken
Chair of the Board
The Ottawa Hospital



SCHEDULE A to Attestation

1. Exceptions to the completion and accuracy of reports required in section 6 of the BPSAA on the use of consultants; **"no known exceptions"**
2. Exceptions to the Hospital's compliance with the prohibition in section 4 of the BPSAA on engaging lobbyist services using public funds; **"no known exceptions"**
3. Exceptions to the Hospital's compliance with the expense claims directive issued under section 10 of the BPSAA by the Management Board of Cabinet; **"no known exceptions"**
4. Exceptions to the Hospital's compliance with the perquisites directive issued under section 11 .1 of the BPSAA by the Management Board of Cabinet; **"no known exceptions"**
5. Exceptions to the Hospital's compliance with the procurement directive issued under section 12 of the BPSAA by the Management Board of Cabinet **"please reference the attached schedule B for exceptions to Procurement directives"**.



SCHEDULE B to Attestation
Reporting of material exceptions in accordance with section 12 of the BPSAA
(Procurement Directives)

The Hospital has been guided by the five key principles outlined in the Procurement Directive (delivery of quality patient care and other services, value for money, accountability, transparency and process standardization), and has endeavored to comply fully with the requirements of the Procurement Directive. However there may be circumstances in which the Hospital has failed to comply with the strict letter of the Procurement Directive. I do not consider those exceptions to be material exceptions to compliance and, where material exceptions to compliance have been identified, they are listed below:

#	Vendor	Estimated Procurement Value	Selection Process	Corrective Action
1	Cancon Medical	\$647,000	Non-Competitive. Short-term contract extension awarded while RFP was being issued. RFP was cancelled after not being issued in a timely manner.	Review underway of required procurement process for this nature of work. New Procurement Compliance Officer will assist in monitoring process.
2	Pro-Am Painting	\$340,000	Non-competitive – aggregate annual procurement value with the vendor exceeded \$100K threshold with no RFP.	Review underway of required procurement process for this nature of work. New Procurement Compliance Officer will assist in monitoring process.
3	Dayview Electric	\$220,000	Non-competitive – aggregate annual procurement value with the vendor exceeded \$100K threshold with no RFP.	Review underway of required procurement process for this nature of work. New Procurement Compliance Officer will assist in assist in monitoring process.
4	T&T Drywall	\$198,000	Non-competitive – aggregate annual procurement value with the vendor exceeded \$100K threshold with no RFP.	Review underway of required procurement process for this nature of work. New Procurement Compliance Officer will assist in monitoring process.
5	Pro Medical Plumbing Heating	\$105,000	Non-competitive – aggregate annual procurement value with the vendor exceeded \$100K threshold with no RFP.	Review underway of required procurement process for this nature of work. New Procurement Compliance Officer will assist in monitoring process

The Hospital has implemented new processes and contract management protocols to improve the operating effectiveness of its internal control framework including the addition of a new Procurement Compliance Officer. Improvements are focused on various contract management processes including appropriate approval levels, establishment of a contract before the delivery of goods and services, and retention of procurement and contract records.