
REPORT TITLE: **Supply of Environmental Health Information Management System Hosting and Licenses – Document 2025-571N**

FROM: Davinder Valeri, CPA, CA, Chief Financial Officer and Commissioner of Corporate Services

RECOMMENDATION

- 1. That the contract (Document 2025-571N) for the Supply of Environmental Health Information Management System Hosting and Licenses be awarded to Hedgerow Software Ltd for one 12-month period, January 1, 2026, to December 31, 2026, in the estimated amount of \$161,440, exclusive of applicable taxes, pursuant to Procurement By-law 45-2023; and**
- 2. That authority be granted to the Director of Procurement to renew the contract annually (or for multiple years to take advantage of multi-year discounts) and increase the contract for any upgrades, technical support, implementation services, additional modules, hosting, licensing, and other products and services the remaining anticipated 9-year lifecycle of the solution, subject to satisfactory performance, price, and approved budget.**

REPORT HIGHLIGHTS

- The Health Protection division of Health Services has been utilizing the Hedgehog environmental health information management system supplied by Hedgerow Software Ltd since 2004.
- The system has become critical to support the division in meeting the minimum requirements of the Ontario Public Health Standards under the *Health Protection and Promotion Act, R.S.O., 1990*.
- Annual software hosting and licenses are required to be paid to the developer of the system for continued use of the system.
- This contract is being recommended for award in accordance with Procurement By-law 45-2023, section 7.1 a).

DISCUSSION

1. Background

The Health Protection division of Health Services has been using the Hedgehog environmental health information management system supplied by Hedgerow Software Ltd since 2004 and it continues to be a critical solution to support the division in meeting the minimum requirements of the Ontario Public Health Standards under the *Health Protection and Promotion Act, R.S.O., 1990*. This software is used to capture operational data, track

Supply of Environmental Health Information Management System Hosting and Licenses – Document 2025-571N

staff time and activity, maintain inspection/case history, track routine inspections, record complaints/service requests, and disclose inspections on a publicly accessible website.

Hedgerow Software Ltd is the developer of the system, which has exclusive rights to provide software hosting, licenses and services to support the system.

Approval is requested to renew the software hosting and licenses on an annual basis for the remaining anticipated nine-year lifecycle of the system with Hedgerow Software Ltd based on the operational needs of the Health Protection division or until new technology is available to suit the needs of the Region of Peel.

2. Procurement Process

This is a non-competitive procurement process and requires Regional Council approval. The process to award this contract is in compliance with the Procurement By-law 45-2023.

Procurement By-law 45-2023, section 7.1 a) authorizes the award of contracts through direct negotiation for goods and services that are reasonably available from only one particular vendor by reason of the scarcity of supply in the market or the existence of copyrights, patents or other exclusive rights, held by any particular vendor or the need for compatibility with goods and services previously acquired and there are no reasonable alternatives or substitutes.

RISK CONSIDERATIONS

The environmental health information management system is a critical tool to support the operational needs of the Health Protection division of Health Services. Failure to renew the software hosting and licensing will significantly impact the operations of the Health Protection division of Health Services.

Procurement staff have assessed the impact of tariffs on this procurement and determined that it is not currently subject to U.S. tariffs, or Canadian retaliatory tariffs. As tariffs are imposed on physical goods as they cross the border, applications, being digital and intangible, are exempted from tariffs.

FINANCIAL IMPLICATIONS

There are sufficient funds available in the approved operating budget within cost centre HE10001 to carry out the report's direction.



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