

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

TO: The Board of Directors of Cornwall Community Hospital (the “Board”)
FROM: Jeanette Despatie, President and Chief Executive Officer,
Cornwall Community Hospital
DATE: 2024-05-30
SUBJECT: April 1, 2023 to March 31, 2024 (“the Applicable Period”)

On behalf of Cornwall Community 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;
- The Hospital’s compliance with any applicable procurement directives issued under section 12 of the BPSAA by the Management Board of Cabinet; and
- The Hospital’s compliance with directives issued under section 13 by the Management Board of Cabinet on the preparation and publication of business plans and other business or financial documents.

during the Applicable Period.

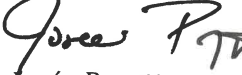
In making this attestation, I have exercised care and diligence that would reasonably be expected of a hospital president and chief executive officer in these circumstances, including making due inquiries of Hospital staff that have knowledge of these matters.

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

Dated at Cornwall, Ontario this 30th day of May, 2024.


Jeanette Despatie
President and Chief Executive Officer

I certify that this Attestation has been approved by the Board of Directors of Cornwall Community Hospital on the 30th day of May 2024.


Josée Payette
Chair of the Board

SCHEDULE A to Attestation

Prepared in accordance with Section 15
of the Broader Public Sector Accountability Act, 2010 (BPSAA)
For the period of April 1, 2023 to March 31, 2024

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; and**

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.**

Exceptions noted below

Cornwall Community Hospital is committed to ensuring accountability, transparency and best overall value to the organization through compliance with the requirements of the Procurement Directive. Despite this, there have been circumstances in which the Hospital has failed to comply with the strict letter of the Procurement directive and these exceptions are noted in Appendix A1 Detailed Observations (attached).

6. **Exceptions to the Hospital's compliance with directives issued under section 13 by the Management Board of Cabinet on the preparation and publication of business plans and other business or financial documents.**

No known exceptions.

Appendix A1 – Detailed Observations
 Exceptions – April 1 2023 to March 31, 2024
 Cornwall Community Hospital

Relevant Procurement	Procurement Directive Mandatory Requirement	Observation	Recommendation to Address Issue
<p>Flynn Canada Inc. Roof Repair Work, RFP MERX # 0000245756, Contract Value = \$541,749</p> <p>CMG Innovation Inc. installation of bathrooms construction work, RFP MERX # 0000253172, Contract value = \$235,000</p> <p>Demolition Plus Inc., demolition work, RFP Merx Number 0000255389, contract Value = \$188,300</p>	<p>#24 conflict of interest Organizations must monitor any conflict of interest that may arise as a result of the Members’ of the Organization, advisors’, external consultants’, or suppliers’ involvement with the Supply Chain Activities. Individuals involved with the Supply Chain Activities must declare actual or potential conflicts of interest. Where a conflict of interest arises, it must be evaluated and an appropriate mitigating action must be taken.</p> <p>#15 Executing the Contract The agreement between the Organization and the successful supplier must be formally defined in a signed written contract before the provision of supplying goods or services commences. Where an immediate need exists for goods or services, and the Organization and the supplier are unable to finalize the contract as described above, an interim purchase order may be used. The justification of such decision must be documented and approved by the appropriate authority.</p> <p>#16 Establishing the Contract The contract must be finalized using the form of agreement that was released with the procurement documents. In circumstances where an alternative procurement strategy has been used (i.e., a form of agreement was not released with the procurement document), the agreement between the Organization and the successful supplier must be defined formally in a signed written contract before the provision of supplying goods or services commences.</p>	<p>COINDA agreements by evaluation team were signed but not dated, documentation established after award</p> <p>No services agreement template was released with the posted RFP. Note CMG innovation was provided with and signed an agreement after receiving the winning bid. Multiple bids received for all and the lowest bid was selected for all. However, projects went from RFP straight to Purchase Order.</p> <p><i>(Note hospital had a cyberattack in April 2023 which disrupted normal activities)</i></p>	<p>Train staff on actual and perceived conflict of interest. Ensure evaluation team members sign a COINDA before each evaluation.</p> <p>Ensure appropriate service agreement templates are available and always included within the posted RFP. Ensure at least 2 employees familiar with procurement are reviewing and approving draft RFP documentation and monitoring as bid administrators within MERX at all times.</p>