

File No.: 04-1000-20-2023-035

March 21, 2023

s.22(1)

Dear s.22(1)

**Re: Request for Access to Records under the Freedom of Information and Protection of Privacy Act (the "Act")**

I am responding to your request of January 18, 2023 under the *Freedom of Information and Protection of Privacy Act* for:

- 1. Record of the report that recommended the sole-sourced contract with VANDU for the block stewardship pilot program; and**
- 2. Record of all invoices and proof of payment.**

All responsive records are attached.\*

\*For point one of your request, there are no responsive records. Arts, Culture, and Community Services (ACCS) confirms there was no report; the contract was an emergency sole-source contract implemented under delegated authority within the Procurement Policy (ADMIN-008), found here: <https://policy.vancouver.ca/ADMIN008.pdf>.

For point two of your request, we have attached responsive records related to proof of payment. Please note, ACCS has advised us that there are no invoice records at this time, and has suggested an FOI request for invoices be submitted after April 3, 2023.

Under section 52 of the Act, and within 30 business days of receipt of this letter, you may ask the Information & Privacy Commissioner to review any matter related to the City's response to your FOI request by writing to: Office of the Information & Privacy Commissioner, [info@oipc.bc.ca](mailto:info@oipc.bc.ca) or by phoning 250-387-5629.

If you request a review, please provide the Commissioner's office with: 1) the request number (#04-1000-20-2023-035); 2) a copy of this letter; 3) a copy of your original request; and 4) detailed reasons why you are seeking the review.

Yours truly,

*[Signed by Cobi Falconer]*

**Cobi Falconer, MAS, MLIS, CIPP/C**  
**Director, Access to Information & Privacy**  
[cobi.falconer@vancouver.ca](mailto:cobi.falconer@vancouver.ca)  
453 W. 12th Avenue Vancouver BC V5Y 1V4

If you have any questions, please email us at [foi@vancouver.ca](mailto:foi@vancouver.ca) and we will respond to you as soon as possible. Or you can call the FOI Case Manager at 604-871-6584.

Encl. (Response Package)

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## Request for Payment (P-Form)


\*\*\*Form must be received by Accounts Payable three business days prior to payment due date.\*\*\*

<b>PAYEE NAME:</b> <u>Vancouver Area Network of Drug User:</u>	<b>DOCUMENT DATE (YYYY/MM/DD):</b> <u>6/29/2022</u>
<b>PAYEE #:</b> <u>115477</u>	<b>G/L POSTING DATE (YYYY/MM/DD):</b> <u>6/30/2022</u>
	<b>PAYMENT DUE DATE (YYYY/MM/DD):</b> <u>6/30/2022</u>
	<b>REFERENCE NUMBER:</b> _____
<b>PAYEE ADDRESS</b>	
<b>STREET ADDRESS:</b> <u>Chinatown PO Box 88441, 418 Main St</u>	
<b>CITY &amp; PROVINCE:</b> <u>Vancouver, BC</u>	
<b>POSTAL CODE:</b> <u>V6A 4A6</u>	
<b>COUNTRY:</b> <u>Canada</u>	

<b>SUBTOTAL:</b>	\$9,999.00	<b>CURRENCY:</b>	CAD
<b>GST TOTAL:</b>	\$0.00	<b>PAYMENT METHOD:</b>	
<b>PST TOTAL:</b>	\$0.00	<b>HANDLING:</b>	
<b>TOTAL AMOUNT:</b>	<b>\$9,999.00</b>		

**DOCUMENT TEXT:** AltStreetSweeps-VANDU-Pilot Program Support-02-22

AMOUNT	TAX CODE	JURIS. CODE	BUS. AREA	G/L ACCT	COST CENTRE/ WORK ORDER #	WBS ELEMENT/ NETWORK	TEXT
9,999.00	IN	NN00	9200	531070	50025912		AltStreetSweeps-VANDU-Pilot Program Support-02-22
<b>\$9,999.00</b>		<b>SUBTOTAL</b>					

<b>PREPARED BY:</b>	Social Policy & Project	Shabna Ali	
	<b>DEPARTMENT</b>	<b>CONTACT NAME</b>	
<b>AUTHORIZED BY:</b>	6/29/2022		MaryClare Zak
	<b>DATE (YYYY/MM/DD)</b>	<b>APPROVER SIGNATURE</b>	<b>EMAIL OR PHONE #</b>
			MaryClare.Zak@vancouver.ca

## Request for Payment (P-Form)

\*\*\*Form must be received by Accounts Payable three business days prior to payment due date.\*\*\*

<b>PAYEE NAME:</b> <u>Vancouver Area Network of Drug Users</u>	<b>DOCUMENT DATE (YYYY/MM/DD):</b> <u>2022/07/07</u>
	<b>G/L POSTING DATE (YYYY/MM/DD):</b> <u>2022/07/07</u>
<b>PAYEE #:</b> <u>115477</u>	<b>PAYMENT DUE DATE (YYYY/MM/DD):</b> <u>2022/07/08</u>
	<b>REFERENCE NUMBER:</b> _____
<b>PAYEE ADDRESS</b>	
<b>STREET ADDRESS:</b> <u>Chinatown PO Box 88441, 418 Main St</u>	
<b>CITY &amp; PROVINCE:</b> <u>Vancouver, BC</u>	
<b>POSTAL CODE:</b> <u>V6A 4A6</u>	
<b>COUNTRY:</b> <u>Canada</u>	

<b>SUBTOTAL:</b> \$160,000.00	<b>CURRENCY:</b> <b>CAD</b>
<b>GST TOTAL:</b> \$0.00	<b>PAYMENT METHOD:</b>
<b>PST TOTAL:</b> \$0.00	<b>HANDLING:</b>
<b>TOTAL AMOUNT:</b> <b>\$160,000.00</b>	

**DOCUMENT TEXT:** \_\_\_\_\_

AMOUNT	TAX CODE	JURIS. CODE	BUS. AREA	G/L ACCT	COST CENTRE/ WORK ORDER #	WBS ELEMENT/ NETWORK	TEXT
160,000.00	IN	NN00	9200	531070	50025912		Street Sweeps VANDU Pilot Program
<b>\$160,000.00</b>	<b>SUBTOTAL</b>						

<b>PREPARED BY:</b>	<u>ACCS - SP</u>	<u>Rose Southard</u>	
	<b>DEPARTMENT</b>	<b>CONTACT NAME</b>	
<b>AUTHORIZED BY:</b>	<u>2022/07/08</u>		<u>Mary Clare Zak</u>
	<b>DATE (YYYY/MM/DD)</b>	<b>APPROVER SIGNATURE</b>	<b>PRINT NAME</b> <small>maryclare.zak@vancouver.ca</small>
			<b>EMAIL OR PHONE #</b>

Net due date	Clearing date	Amount in local currency	Local Currency	Text	Payment Date	EFT Confirmation #
6/30/2022	7/8/2022	-9,999.00	CAD	*ALTSTREETSWEEPS-VANDU-PILOT PROGRAM SUPPORT-02-22	7/8/2022	2465
7/8/2022	7/12/2022	-160,000.00	CAD	*STREET SWEEPS VANDU PILOT PROGRAM	7/12/2022	2466