



**The Corporation of the
City of Sault Ste. Marie**

C O U N C I L R E P O R T

April 7, 2025

TO: Mayor Matthew Shoemaker and Members of City Council
AUTHOR: Karen Marlow, Manager of Purchasing
DEPARTMENT: Corporate Services
RE: ClearRisk Subscription Agreement Renewal

Purpose

The purpose of this report is to obtain Council approval of the subscription Agreement with ClearRisk Inc. for Risk Management Information System Software for a three-year period to April 14, 2028 as required by the City's Legal Department.

Background

Administration of risk management and insurance programs for the City can best be achieved using software designed for this purpose.

In April 2019 staff investigated available options finding that the software proposed by ClearRisk Inc. could best meet the City's requirement for effective management for this program. Staff approved single sourcing (within authorization levels) on this basis for a three-year period, with review to follow prior to further extension of the agreement.

The City's existing ClearRisk Risk Information Management Software Agreement By-Law 2019-90 with renewal addendum 8822 is due to expire April 14, 2025.

Analysis

ClearRisk Inc. continues to be a leading provider of this software and supports the City's needs for this program. ClearRisk has been integrated with other City IT infrastructure and customized to meet specific needs, which would entail additional costs and time to achieve with new software. This avoids the risk of data migration issues, integration challenges, and potential security vulnerabilities that may arise with the introduction of new technology

ClearRisk has a proven track record of reliability. Staff have been trained and are efficient with the current system, ensuring ongoing productivity without the disruption and learning curve of a new software application. The decision to continue utilizing the ClearRisk software application supports stability, cost efficiency, and operational continuity.

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This single source request is in accordance with Purchasing By-law 22.3 a) where service is a proprietary software application and h) where continuity of services is in the best interest of the City.

Financial Implications

The three-year subscription fee total is \$179,098 plus HST, and can be accommodated within Information Technology Division's software support operating budget.

Strategic Plan / Policy Impact / Climate Impact

This is an operational matter not articulated in the Corporate Strategic Plan.

Recommendation

It is therefore recommended that Council take the following action:

The relevant By-law 2025-59 is listed under item 12 of the Agenda and will be read with all by-laws under that item.

Respectfully submitted,

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