



MEMORANDUM

TO: Mayor and Council

FROM: Christine Ruppenstein, Human Resources Manager

DATE: October 31, 2012

SUBJECT: Renewal of Information Technology Consulting Contract with Darryl Allan

Darryl Allan has been performing IT Services for the Corporation on a contract basis for a period of 1 year.

Administration is satisfied with the performance of the contractor and would like to renew the Agreement with Darryl Allan dba DA IT Consulting Services for an additional year (or upon notice).

The terms and conditions (including the hourly rate) would remain the same with the exception of the 2 paragraphs added to the attached renewal contract.

<p>COUNCIL APPROVAL OF THIS REPORT will direct the preparation of a bylaw and authorize the execution of a Renewal of the Information Technology Services Agreement with Darryl Allan dba DA IT Consulting Services effective November 1, 2012.</p>
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INFORMATION SYSTEMS SUPPORT

Standard Form Agreement

This agreement made in duplicate this ____ day of ____, 2012

Between:

**The Corporation of the Town of Fort Frances
320 Portage Avenue
Fort Frances, ON P9A 3P9**

Hereinafter referred to as the Corporation

and:

**Darryl Allan
(doing business as DA IT Consulting Services)
849 Fourth Street East
Fort Frances, ON P9A 1T3**

Hereinafter referred to as the Contractor

Whereas the Corporation and the Contractor (collectively referred to herein as the Parties) entered into an agreement effective November 1, 2011 (the Agreement), pursuant to which the Contractor has provided to the Corporation certain Information Systems Support services (the Services) for compensation;

And Whereas the Corporation continues to require the Services on a contract basis effective November 1st, 2012;

And Whereas the Contractor is prepared to continue to provide the Services to the Corporation for compensation;

And Whereas the Parties wish to now enter into a renewal of said Agreement.

Now Therefore the Parties Hereto Agree as Follows:

The terms and conditions as set out in the original Agreement remain in force and effect during this renewal period unless specifically changed by the terms of this renewal agreement.

Each party to this agreement acknowledges that they have in their possession an executed original of the Agreement.

The terms and conditions of the Agreement are hereby modified as follows:

Work Schedule

The Contractor agrees to attend the Corporation offices during regular work hours on a flexible schedule as mutually agreed to with the Chief Administrative Officer. In addition the Contractor will provide services remotely as may be required.

Duration of Agreement

The Agreement shall have a duration of 1 (one) year commencing November 1, 2012 and terminating October 31, 2013 unless earlier terminated as provided for in the Termination of Contract clause.

IN WITNESSETH WHEREOF the Parties have hereunto caused their corporate seals to be affixed duly attested to by the hands of their proper signing officers in that behalf or (in the case of unincorporated parties) set their hands and seals.


For the Contractor:



Darryl Allan



**Witness as to Signature of
Darryl Allan.**



Date

For the Corporation:

R. Avis, Mayor

G. Treftlin, Town Clerk

(We have authority to bind the Corporation)

Date