

**The Corporation of the City of Kawartha Lakes**  
**Council Report**

**Report Number PUR2018-008**

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**Date:** April 24, 2018  
**Time:** 2:00 p.m.  
**Place:** Council Chambers

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**Ward Community Identifier:**

**Subject:** Tender Awards Q4 2017 and Q1 2018

**Author:** Launa Lewis, Supervisor of Financial Services

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**Recommendation(s):**

**RESOLVED THAT** Report PUR2017-056 be received.

**Department Head:** \_\_\_\_\_

**Financial/Legal/HR/Other:** \_\_\_\_\_

**Chief Administrative Officer:** \_\_\_\_\_

## **Background:**

In accordance with Section 3.2 of the Purchasing Policy, staff shall provide a quarterly report to Council summarizing all tender awards greater than \$100,000 where the award was within budget and within scope.

In accordance with Section 4.4 of the Purchasing Policy Emergency Reports must be reported to Council on a quarterly basis through a Council Report.

This report addresses these directions.

## **Rationale:**

This report provides the results of tenders awarded during the period of October 1, 2017 to March 31, 2018. The summary report shall provide: the project number, successful vendor, total budget, contract term and any optional renewals and amount of award. Any irregular results will be identified separately as to the irregularity.

## **Other Alternatives Considered:**

None as a competitive process was issued in accordance with the Purchasing Policy.

## **Financial/Operation Impacts:**

All procurement process awards had available funding or were within the \$10,000 allowable overage in accordance with the Capital Close Policy. Any surplus or shortage for the final payment of the goods and services has or is being reported in the Capital Close Report by the Treasurer.

All Emergency reports had funding identified by Treasury and are listed in the attached report

## **Consultations:**

Junior Accountant  
Director of Engineering and Corporate Assets  
Manager – Revenue and Procurement  
Supervisor, Technical Services  
Senior Engineering Technician  
Supervisor/Infrastructure, Design, Construction

## Attachments:



Attachment for  
Quarterly Report 3rd

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**Department Head:** Jennifer Stover, Corporate Services Director