



Council Report

Report Number: PUR2021-011
Meeting Date: May 18, 2021
Title: PUR2021-011 2020 Q4 and 2021 Q1 Quarterly Report
Description: 2020 Q4 Quarterly Report
Author and Title: Launa Macey, Supervisor of Procurement

Recommendation(s):

That Report PUR2021-011, **2020 Q4 and 2021 Q1 Quarterly Report**, be received;

That 953170501 Emergency heat source at 68 Lindsay Street be funded from the Capital Contingency Reserve, account 1.32248, in the amount of \$35,616.02; and

That 99210101 for replacement of the Lindsay Recreation Complex Boiler be funded from the Capital Contingency Reserve, account 1.32248, in the amount of \$22,132.82.

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 4.2 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 procurement awards during the period of October 1, 2020 to December 31, 2020 (Q4) and January 1, 2021 to March 30, 2021 (Q1). The summary report shall provide: the project number, successful vendor, total budget, contract term and any optional renewals and amount of award.

Other Alternatives Considered:

None as the awards were 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.

Emergencies where funding was required is being dealt with through this report.

Consultations:

Junior Accountant
Engineering
Public Works
Community Services

Attachments:



PUR2021-011
2020-Q4 Quarterly A



PUR2021-011
2020-Q4 Quarterly R

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Department Head: Jennifer Stover, Corporate Services Director