



## Council Report

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**Report Number:** PUR2022-019  
**Meeting Date:** June 21, 2022  
**Title:** 2022 Q1 Quarterly Report  
**Description:** Purchasing Quarterly Report  
**Author and Title:** Launa Macey

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### Recommendation(s):

**That** Report PUR2022-019 2022 Q1 Quarterly Report, be received;

**That** 999220101 emergency repairs to Ops Salt Shed Repairs be funded from the Capital Contingency Reserves (1.32248) in the amount of \$15,156.14.

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

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

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

**Background:**

In accordance with Section 4.2 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 and all emergency procurements.

This report addresses these directions.

**Rationale:**

This report provides the results of procurement awards during the period of January 1, 2022 to March 31, 2022 (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 single source 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:**

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22-Q1%20Quarterly%



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22%20Q1%20Emerg%

**Department Head email:**

jstover@kawarthalakes.ca

**Department Head:**

Jennifer Stover, Corporate Services Director