

# The Regional Municipality of York

Committee of the Whole  
Finance and Administration  
January 17, 2019

Report of the Commissioner of Finance

## **Contract Awards, including Renewals, Approvals, and Emergency Purchases July 1, 2018 – September 30, 2018**

### **1. Recommendation**

1. Council receive this report for information.

### **2. Summary**

This report advises Council of all contracts, including renewals, awarded by the Chief Administrative Officer, or Commissioners, with a total cost exceeding \$150,000, all 'Fast Track' approvals authorized by the Regional Chair and Chief Administrative Officer, all emergency purchases authorized by the Chief Administrative Officer or Commissioners, and certain consulting fee increases authorized by the Commissioners, from July 1, 2018 to September 30, 2018.

Pursuant to Sections 7.8, 7.14, 9.5 and 12.6 of the Purchasing Bylaw (No. 2017-30), and under Clause 10 of Report No. 5 of Committee of the Whole, adopted by Regional Council on [March 24, 2016](#), a report shall be submitted to Council, on a quarterly basis (or, in the case of emergency purchases, as soon as reasonably possible upon completion of the emergency) to advise of these awards and approvals.

### **3. Background**

Processes, including award limits are detailed in the 2017 year-end Contract Awards report adopted by Council on [March 29, 2018](#).

The Region's Purchasing Bylaw delegates authority to staff to award contracts meeting specific criteria. Sections 7.3 to 7.13 of the Purchasing Bylaw require that purchases of goods and services exceeding \$150,000 be procured through a request for proposals or request for tenders.

## **Commissioners may award contracts up to and including \$500,000**

Commissioners are authorized to approve contracts, provided that the total cost does not exceed the Commissioner's delegated authority of \$500,000.00 and the cumulative term of the contract does not exceed five years.

## **The Chief Administrative Officer may award higher value contracts**

The Chief Administrative Officer is authorized to approve contracts resulting from requests for tenders or requests for proposals with a value in excess of \$500,000 (with a maximum of \$2,000,000.00 for requests for proposals), provided that the cumulative term of the contract does not exceed five years.

## **4. Analysis**

### **Awards, including renewals, 'Fast Track' approvals, and emergency purchases in the third quarter had a total value of \$42,820,161.36**

The total value of the 43 contract awards, including renewals, 'Fast Track' approvals, and emergency purchases authorized by the Chief Administrative Officer and the Regional Chair, where applicable, in the third quarter was \$36,530,148.29

- 21 contracts for Transportation Services in the amount of \$24,565,698.11
- 8 contracts for Environmental Services in the amount of \$5,662,564.36
- 8 contracts for Corporate Services in the amount of \$3,470,501.14
- 6 contracts for Community & Health Services in the amount of \$2,831,384.68

The total value of the 25 contract awards, including renewals, and emergency purchases authorized by Commissioners in the first quarter was \$6,290,013.07.

- 9 contracts for Transportation Services in the amount of \$2,683,730.72
- 10 contracts for Environmental Services in the amount of \$2,699,718.44
- 2 contracts for Corporate Services in the amount of \$292,232.16
- 1 contract for Finance in the amount of \$171,504.00
- 3 contracts for Community & Health Services in the amount of \$442,827.75

Attachment 1 provides a list of contract awards, including renewals, 'Fast Track' approvals, and emergency purchases, from July 1, 2018 to September 30, 2018.

## 5. Financial

All contract awards, including renewals, 'Fast Track' approvals, and emergency purchases, were within the approved budgets.

## 6. Local Impact

There is no local municipal impact associated with this report.

## 7. Conclusion

The total value of the 68 contract awards, including renewals, 'Fast Track' approvals, and emergency purchases, in the third quarter was \$42,820,161.36.

All purchases identified in this report were in compliance with [Purchasing Bylaw](#) 2017-30.

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For more information on this report, please contact Jerry Paglia, Director, Procurement Office, at 1-877-464-9675 ext. 71650. Accessible formats or communication supports are available upon request.

Recommended by:

**Laura Mirabella**  
Commissioner of Finance

Approved for Submission:

**Bruce Macgregor**  
Chief Administrative Officer

November 26, 2018  
Attachment (1)  
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