



To: Committee of the Whole
Meeting Date: December 7, 2023
From: Laura Mirabella
Commissioner of Finance and Regional Treasurer
Re: **Contract Awards from July 1, 2023, to September 30, 2023**

This memorandum advises Council of procurement activities pursuant to Section 6.2(g) of the [Procurement Bylaw 2021-103](#) ("the Bylaw").

Private Attachment 1 to this memorandum will be considered in private session as the items within it are related to the security of Regional property, pursuant to Section 239(2) (a) of the *Municipal Act, 2001*.

The Procurement Office is responsible for coordinating reports to Council related to reportable procurement activities, as per Section 6.2(g) of the Bylaw

The Bylaw requires that the following procurement activities are reported on to Council:

- Standard procurements awarded through a competitive process ("Competitive awards"), including renewal terms ("Renewals"), with a total contract value of \$100,000 and over, as per Section 15.4 of the Bylaw,
- Non-standard procurements awarded through a direct purchase ("Direct purchase awards"), with a total contract value of over \$100,000 and up to \$500,000, as per Section 16.3 of the Bylaw,
- Non-standard procurements awarded through an emergency purchase ("Emergency purchases"), at any contract value, as per Section 17.6 of the Bylaw,
- Scope changes/additional deliverables ("Fast Tracks"), awarded at any contract value, as per Section 21.8 of the Bylaw.

From July 1, 2023, to September 30, 2023, 129 purchases in the value of \$150,216,285 were conducted in compliance with the Bylaw:

- 72 Competitive awards worth \$127,047,332
- 16 Direct purchase awards worth \$5,779,794
- 10 Emergency purchases worth \$1,729,236
- 12 Fast Tracks worth \$3,741,039
- 19 Renewals worth \$11,918,882

Contract Awards between July 1, 2023, to September 30, 2023, have a total volume of 129 and value of \$150,216,285

As shown in Table 1, 129 contract awards including Emergency purchases, Fast Tracks, and Renewals, in the value of \$150,216,285, were authorized by the Commissioners (or their delegates) and the CAO and Regional Chair, as applicable.

Full details of the inclusions within this memorandum can be found in Attachment 1 and Private Attachment 1 where applicable.

Table 1
Overall Summary of Report Inclusion

Category and Department	Volume of Report Inclusions	Value of Report Inclusions (\$)
Competitive Award	72	127,047,332
Community and Health Services	23	12,045,275
Corporate Services	5	6,226,590
Finance	2	1,985,539
Legal and Court Services	1	150,000
Office of the Chief Administrative Officer	1	271,999
Public Works	40	106,367,929
Direct Purchase	16	5,779,794
Community and Health Services	2	470,000
Corporate Services	4	1,864,590
Public Works	10	3,445,205
Emergency	10	1,729,236
Community and Health Services	2	200,000
Corporate Services	3	991,100
Public Works	5	538,136
Fast Track	12	3,741,039
Community and Health Services	3	825,909
Finance	2	223,710
Public Works	7	2,691,421

Category and Department	Volume of Report Inclusions	Value of Report Inclusions (\$)
Renewal	19	11,918,882
Community and Health Services	4	661,320
Public Works	15	11,257,563
TOTAL	129	150,216,285

There were no COVID-19 related procurement activities for inclusion in this memo

Since 2020, the Procurement Office has tracked and identified COVID-19 related procurements that fall under the categories of inclusion for this memo and previous reports. For the second time since then, as outlined in Table 2 below, this memo includes no COVID-19 items.

The Region continues to prepare for potential new waves of COVID-19, which may result in procurement volume volatility due to operational demands. The volume of COVID-19 activities reported to Council will depend on the severity of future COVID-19 waves and associated procurement needs.

Table 2 outlines the total volume and value of COVID-19 related procurements in 2023.

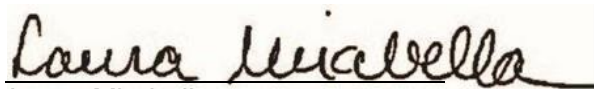
Table 2
2023 COVID-19 Related Inclusions

Quarter	Volume of COVID-19 Report Inclusions	Volume of Report Inclusions	Value of COVID-19 Report Inclusions (\$)	Value of Report Inclusions (\$)
Q1	2	98	3,686,639	634,526,689
Q2	0	88	0	151,943,223
Q3	0	129	0	150,216,285
Q4	-	-	-	-

Contract awards were completed in compliance with the Bylaw, approved budgets, and Regional policies and processes

All contract awards, including Emergency purchases, Fast Tracks, and Renewals, were within approved budgets and were completed in compliance with the Bylaw and in accordance with all applicable Regional policies and procedures.

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



Laura Mirabella

Commissioner of Finance and Regional Treasurer



Erin Mahoney

Chief Administrative Officer

November 24, 2023

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Attachments (2)

Attachment 1 - Contract Awards from July 1 to September 30, 2023

Private Attachment 1 - Contract Awards from July 1 to September 30, 2023