

To: Corporate and Finance Services Committee

From: Stephanie Sinnott, Commissioner,  
Corporate and Finance Services Department

Report Number: CF-22-68

Date of Report: November 23, 2022

Date of Meeting: November 28, 2022

Subject: Summary of Contract Awards during the Period of September 1, 2022 to November 14, 2022

Ward: All Wards

File: 03-05

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## **1.0 Purpose**

The purpose of this report is to provide a summary of contracts awarded during the period of September 1, 2022 to November 14, 2022 in accordance with the Purchasing By-Law, specifically:

- a. Purchasing By-Law No. 80-2020 allows the Chief Administrative Officer to approve contract awards up to \$2,000,000 to the bidder that meets the specifications of a tender and provides the lowest overall cost or to the highest ranked bidder in the case of a proposal and in each case that the prices does not exceed the approved budget.
- b. The By-Law further requires that the Treasurer report to Council on a quarterly basis all contracts awarded that are greater than \$500,000 and all single/sole sourced contracts greater than \$25,000 and less than \$100,000.
- c. Article 4.08 of the By-law allows the Chief Administrative Officer to award contracts during election recess that would otherwise have been submitted to Council for approval provided the award is to the lowest bidder that meets the specifications of a tender or to the highest ranked bidder in the case of a proposal and in each case that the prices does not exceed the approved budget.
- d. Article 9.05 of the By-law requires that the Treasurer report to Council Emergency Purchases greater than \$50,000.

## **2.0 Recommendation**

That the Corporate and Finance Services Committee recommend to City Council:

That Report CF-22-68, dated November 23, 2022 Summary of Contracts Awarded during the Period of September 1, 2022 to November 14, 2022 be received for information.

## **3.0 Executive Summary**

Not Applicable

## **4.0 Input From Other Sources**

Not Applicable

## **5.0 Analysis**

During the period of September 1, 2022 to November 14, 2022, the following contract was awarded that is greater than \$500,000 in accordance with the Purchasing By-Law:

- Request for Tender C2022-095 Veterinary Services Registry to Simcoe-Rossland Animal Hospital and Dr. Beshay Veterinary Prof. Corp in the combined amount of \$1,350,864 (includes non-rebateable portion of H.S.T.).

During the period of September 1, 2022 to November 14, 2022, there were no single/sole source contracts awarded in accordance with the Purchasing By-Law.

During the period of September 1, 2022 to November 14, 2022, the following election recess contracts were awarded in accordance with article 4.08 of the Purchasing By-law:

- Request for Proposal C2022-091 Parks, Recreation, Library and Culture Facility Needs Assessment Study to Monteith Brown Planning Consultants in the amount of \$141,354 (includes non-rebateable portion of H.S.T.).
- Request for Tender C2022-073 Supply and Delivery of Bulk Gas and Diesel Fuels to Suncor Energy Products Partnership in an estimated amount of \$8,124,198 (includes non-rebateable portion of H.S.T.) for a five (5) year term.
- Request for Proposal C2022-099 Tax Sale Registration to Trickey et al Tax Team Inc. in an estimated amount of 1,343,232 (includes non-rebateable portion of H.S.T.) for a six (6) year term.

The following emergency contract was awarded in accordance with article 9.00 of the Purchasing By-law:

- Fire Hall 2 emergency structural column repair to United Building in the amount of \$160,731 (includes full rebateable H.S.T.). The column degradation is considered to be serious and potentially compromising to the integrity of the building. Work is being funded by available budget in the Structural Repair program.

## **6.0 Financial Implications**

There are no financial implications resulting from this report.

## **7.0 Relationship to the Oshawa Strategic Plan**

This report supports the Oshawa Strategic Plan goals of Financial Stewardship & Economic Prosperity and Accountable Leadership by ensuring respect, responsiveness and transparency.

A handwritten signature in black ink, appearing to read 'S. Sinnott', with a long horizontal line extending to the left.

Stephanie Sinnott, Commissioner,  
Corporate and Finance Services Department