

To: Corporate and Finance Services Committee

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

Report Number: CF-24-58

Date of Report: September 4, 2024

Date of Meeting: September 9, 2024

Subject: Summary of Contract Awarded During the Period of June 1,  
2024 to August 31, 2024

Ward: All Wards

File: 03-05

---

## **1.0 Purpose**

The purpose of this report is to provide a summary of contracts awarded during the period of June 1, 2024 to August 31, 2024 in accordance with the Purchasing By-Law.

## **2.0 Recommendation**

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

That Report CF-24-58, dated September 4, 2024 Summary of Contracts Awarded during the Period of June 1, 2024 to August 31, 2024 be received for information.

## **3.0 Input From Other Sources**

Not Applicable.

## **4.0 Analysis**

### **4.1 Purchasing By-law**

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.

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.

Article 4.08 of the By-law allows the Chief Administrative Officer to award contracts during summer 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.

Further, Article 9.05 of the By-law requires that the Treasurer report to Council Emergency Purchases greater than \$50,000.

## **4.2 Contracts Awarded**

During the period of June 1, 2024 to August 31, 2024 the following contracts were awarded greater than \$500,000 in accordance with the Purchasing By-Law:

- C2024-049 Facility Advertising Chattels & Fixtures to Astley Gilbert Limited in the estimated amount of \$527,671 (includes non-rebatable portion of H.S.T.).
- C2024-051 Supply and Delivery of 4 Sidewalk Trackless Plows to Kaercher Municipal North America in the estimated amount of \$647,035 (includes non-rebatable portion of H.S.T.).
- C2024-073 Fleet EV Charging Stations to Oscan Electrical Supplies Ltd. (FLO EV charging stations) and EnerFORGE, a subsidiary of Oshawa Power and Utilities Corporation (OPUC) in the estimated amount of \$897,929 (includes non-rebatable portion of H.S.T.).

During the period of June 1, 2024 to August 31, 2024 the following single/sole source contracts were awarded in accordance with the Purchasing By-Law:

- Consulting services for a parking utilization survey to Arcadis Professional Services (CDA) Inc. in the amount of \$89,383 (includes non-rebatable portion of H.S.T.).
- Supply, delivery, and installation of NG911 inform recorders for the new fire dispatch centre to Wilmac Technologies in the amount of \$25,455 (includes non-rebatable portion of H.S.T.).

During the period of June 1, 2024 to August 31, 2024 the following contracts were awarded in accordance with article 4.08 of the Purchasing By-law:

- C2024-058 Active Transportation Master Plan Link 5 & 13 Design Services to Northern Lights Landscape Architects in the estimated amount of \$138,520 (includes non-rebatable portion of H.S.T.).

During the period June 1, 2024 to August 31, 2024 the following emergency contracts were awarded in accordance with the Purchasing By-Law:

- Supply, delivery, and installation of NG911 dispatch furniture and equipment for the new fire dispatch centre to Bramic Creative Business Products Ltd. in the amount of \$204,303 (includes non-rebatable portion of H.S.T.).
- Replacement of Civic Dome heat exchange unit to HTS Engineering Ltd. in the amount of \$255,032 (includes non-rebatable portion of H.S.T.).

## **5.0 Financial Implications**

There are no financial implications resulting from this report.

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

This report responds to the Oshawa Strategic Plan Priority Area “Lead: Governance and Service Excellence” with the goal to provide transparent, efficient, and responsible fiscal stewardship and use of resources.



Stephanie Sinnott, Commissioner,  
Corporate and Finance Services Department