



The Corporation of the City of Cornwall
Regular Meeting of Council
Report

Department: Financial Services
Division: Purchasing
Report Number: [Report Number]
Prepared By: Nicole Robertson, Supervisor
Meeting Date: November 12, 2019
Subject: Third Quarter Non-Competitive Procurement Report 2019

Purpose

The purpose of this report is to provide Council with an update on the City's Non-Competitive Procurements for the third quarter of 2019 pursuant to Section 5.14 of the Procurement of Goods and/or Services Policy.

Recommendation

That Council receive the Third Quarter Non-Competitive Procurement Report for the period ending September 30, 2019.

Strategic Priority Implications

This report addresses Council's accountability and transparency to the ratepayers of the City of Cornwall.

Background / Discussion

This report is issued quarterly in accordance with the Procurement of Goods and/or Services Policy.

Section 5.14 of the Procurement of Goods and/or Services Policy outlines the circumstances in which a non-competitive procurement process may be used. Section 5.14 also requires that non-competitive procurements between \$50,000



and \$150,000 approved by senior staff be communicated to Council on a quarterly basis.

During the period July 1, 2019 – September 30, 2019, Staff approved one purchase through section 5.14 Non-Competitive Procurements, as follows:

Requesting Department	Transit Services
Supplier	Lifesafe Engineering & Services Croup Inc.
Goods/Services Procured	Rebuild and repair deficiencies on hoist 1 and 2; and repair seals on hoist 3.
Price	\$58,898, net cost to the Corporation \$53,039.47
Policy Reference	5.14 (e) (v) to ensure compatibility with existing Goods, or to maintain specialized Goods that must be maintained by the manufacturer of those Goods or its representative

The Policy for non-competitive procurements is used in narrowly defined circumstances where it is justified that the process for the general acquisition of goods and/or services could not be followed.

Document Title:	Third Quarter Non-Competitive Procurement Report 2019 - 2019-206-Financial Services.docx
Attachments:	
Final Approval Date:	Nov 4, 2019

This report and all of its attachments were approved and signed as outlined below:

Tracey Bailey - Nov 4, 2019 - 11:21 AM

Maureen Adams - Nov 4, 2019 - 7:49 PM