



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

Department: Financial Services
Division: Purchasing
Report Number: 2020-317-Financial Services
Prepared By: Nicole Robertson, Supervisor
Meeting Date: August 10, 2020
Subject: Second Quarter Non-Competitive Procurement Report 2020

Purpose

The purpose of this report is to provide Council with an update on the City's Non-Competitive Procurements for the second quarter of 2020 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 June 30, 2020.

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 April 1, 2020 – June 30, 2020, Staff approved the following purchases through section 5.14 Non-Competitive Procurements, as follows:

Requesting Department	Fire Services
Supplier	Axom Group
Goods/Services Procured	N95 and Surgical Masks
Price	\$70,376.40, net cost to the Corporation \$63,376.13
Policy Reference	5.14 (g) if strictly necessary, and for reasons of urgency brought about by events unforeseeable by the Corporation (including any Emergency), the Goods and/or Services could not be obtained in time using open tendering;

Requesting Department	Corporate Services
Supplier	CBCI Telecom
Goods/Services Procured	Wireless Audio System
Price	\$82,932.78, net cost to the Corporation \$74,683.54
Policy Reference	5.14 (g) if strictly necessary, and for reasons of urgency brought about by events unforeseeable by the Corporation (including any Emergency), the Goods and/or Services could not be obtained in time using open tendering;

Requesting Department	Facilities
Supplier	Cimco Refrigeration
Goods/Services Procured	Control Panel for ammonia system at the Cornwall Civic Complex
Price	\$84,750.00, net cost to the Corporation \$76,320.00
Policy Reference	5.14 (e) (v) to ensure compatibility with exiting Goods, or to maintain specialized Goods that must be maintained by the manufacturer of those Goods or its representative;

Requesting Department	Wastewater Treatment Plant
Supplier	Eastern Welding
Goods/Services Procured	Millwright Services
Price	\$69,941.06, net cost to the Corporation \$62,984.09
Policy Reference	5.14 (g) if strictly necessary, and for reasons of urgency brought about by events unforeseeable by the Corporation (including any Emergency), the Goods and/or Services could not be obtained in time using open tendering;

Requesting Department	Infrastructure Planning
Supplier	Morey Associates Limited
Goods/Services Procured	Geotechnical and material testing services for salt storage facility and noise barrier wall
Price	\$109,067.60, net cost to the Corporation \$98,218.75
Policy Reference	5.14 (e) (v) to ensure compatibility with exiting Goods, or to maintain specialized Goods that must be maintained by the manufacturer of those Goods or its representative;

Requesting Department	Glen-Stor-Dun Lodge
Supplier	The Burnie Group
Goods/Services Procured	Covid-19 Long Term Care Pandemic Playbook
Price	\$58,195.00, net cost to the Corporation \$52,406.40
Policy Reference	5.14 (g) if strictly necessary, and for reasons of urgency brought about by events unforeseeable by the Corporation (including any Emergency), the Goods and/or Services could not be obtained in time using open tendering;

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:	Second Quarter Non-Competitive Procurement Report 2020 - 2020-317-Financial Services.docx
Attachments:	
Final Approval Date:	Aug 4, 2020

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

Tracey Bailey - Jul 30, 2020 - 9:24 PM

Maureen Adams - Aug 4, 2020 - 9:37 AM