



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

Department: Financial Services
Division: Purchasing
Report Number: 2021-05-Financial Services
Prepared By: Nicole Robertson, Supervisor
Meeting Date: January 25, 2021
Subject: Fourth 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 fourth quarter of 2020 pursuant to Section 5.14 of the Procurement of Goods and/or Services Policy.

Recommendation

That Council receive the Fourth Quarter Non-Competitive Procurement Report for the period ending December 31, 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 October 1, 2020 – December 31, 2020, Staff approved one purchase through section 5.14 Non-Competitive Procurements, as follows:

Requesting Department	Environmental Services
Supplier	Watson & Associates Economists Ltd.
Goods/Services Procured	Development of a Water Servicing Master Plan
Price	\$66,195.40, net cost to the Corporation \$59,611.01
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:	Fourth Quarter Non-Competitive 2020 - 2021-05-Financial Services.docx
Attachments:	
Final Approval Date:	Jan 19, 2021

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

Tracey Bailey - Jan 19, 2021 - 9:01 AM

Maureen Adams - Jan 19, 2021 - 10:35 AM