



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

Department: Financial Services
Division: Purchasing
Report Number: 2021-80-Financial Services
Prepared By: Nicole Robertson, Supervisor, Purchasing
Meeting Date: August 9, 2021
Subject: Second Quarter Non-Competitive Procurement Report 2021

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 2021 pursuant to Section 5.14 of the Procurement of Goods and/or Services Policy.

Recommendation

That Council receive the Second Quarter Non-Competitive Procurement Report for the period ending June 30, 2021.

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, 2021 – June 30, 2021, Staff approved three (3) purchases through section 5.14 Non-Competitive Procurements, as follows:

Requesting Department	Glen-Stor-Dun Lodge
Supplier	Otis Canada Incorporated
Goods/Services Procured	Labour and material to furnish and install modernization of passenger elevator #2
Price	\$156,925.98, net cost to the Corporation \$141,316.71
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

Requesting Department	Paramedic Services
Supplier	Rowland Emergency Vehicle Products Incorporated
Goods/Services Procured	Emergency Response Vehicle
Price	\$104,044.75, net cost to the Corporation \$93,695.52
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

Requesting Department	Recreation and Facilities
Supplier	CBCI Telecom Canada Inc.
Goods/Services Procured	Sound system for arena at the Cornwall Civic Complex
Price	\$93,812.09, net cost to the Corporation \$84,480.69

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:	Second Quarter Non-Competitive Procurement Report 2021 - 2021-80-Financial Services.docx
Attachments:	
Final Approval Date:	Aug 3, 2021

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

Nicole Robertson - Aug 1, 2021 - 4:27 PM

Tracey Bailey - Aug 1, 2021 - 9:43 PM

Maureen Adams - Aug 3, 2021 - 12:40 PM