



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

Department: Financial Services
Division: Purchasing
Report Number: 2021-90-Financial Services
Prepared By: Nicole Robertson, Supervisor
Meeting Date: October 12, 2021
Subject: Third 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 third quarter of 2021 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, 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 July 1, 2021 – September 30, 2021, Staff approved the following purchases through section 5.14 Non-Competitive Procurements, as follows:

Requesting Department	Glen Stor Dun Lodge
Supplier	Nurse Next Door
Goods/Services Procured	Supply of Registered Nurse (RN) Services
Price	\$122,164.04, net cost to the Corporation \$110,010.70
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
Supplier	EVb Engineering
Goods/Services Procured	Brookdale Avenue Road Rehabilitation – Construction Administration and Post-Construction Services
Price	\$75,800.40, net cost to the Corporation \$68,260.61
Policy Reference	5.14 (f) for additional deliveries by the original Supplier of Goods and/or Services that were not included in the initial procurement, if a change of Supplier for such additional Goods and/or Services: (ii) would cause significant inconvenience or substantial duplication of costs for the Corporation.

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 2021 - 2021-90-Financial Services.docx
Attachments:	
Final Approval Date:	Oct 5, 2021

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

Tracey Bailey - Oct 5, 2021 - 10:34 AM

Maureen Adams - Oct 5, 2021 - 7:49 PM