

Report CCR-CS-17-16

To: Chair Eccles and Members of the Corporate Services Committee
From: Sharon Vokes, County Clerk/Director of Council Services
Meeting Date: April 12, 2016
Subject: **Quarterly Purchasing Report for Quarter 1 of 2016**
Status: Recommendation adopted by Committee as presented per Resolution CS33-16; Endorsed by County Council May 3, 2016 per Resolution CC57-16;

Recommendation(s)

THAT Report CCR-CS-17-16, being a quarterly purchasing report for Quarter 1 of 2016 for the Clerk's Departments, be received for information.

Background

The County of Grey Purchasing Policy A-FIN-001, as endorsed by County Council on March 4, 2014, gives Directors the authority to award items and services up to \$250,000. This policy requires Directors to provide a summary of all purchases between \$25,000 and \$250,000 on a quarterly basis.

The below chart summarizes all purchases made between \$25,000 and \$250,000 by the Clerk's Department between January 1, 2016 and March 31, 2016.

Contract	Description	# of Bids	Awarded to	Approved Available Budget	Awarded Amount (excl. HST)
RFP-CC-02-16	Communications Strategy	5	The Letter M Marketing	\$45,000	\$42,960

Financial

Project was awarded to The Letter M Marketing for the bid price of \$43,716.09 net HST.

Link to Strategic Goals / Priorities

The Values Statement of the approved Corporate Strategic Plan includes fiscal responsibility. Consistent application of the purchasing policy requirements focuses on the commitment to ensure effective and efficient processes, which offer prudent use of public funds.

Attachments

None

Respectfully submitted by,

Sharon Vokes
County Clerk/Director of Council Services