

## Report ITR-CS-07-16

**To:** Chair and Members of the Corporate Services Committee  
**From:** Grant McLevy, Director of Human Resources  
 Tim Scott, Technology and Infrastructure Manager  
 Jody MacEachern, Business Solutions Manager  
**Meeting Date:** November 8, 2016  
**Subject:** **Quarterly Purchasing Report – Quarter 3 of 2016**  
**Status:** Recommendation adopted by Committee as presented per Resolution CS84-16; Endorsed by County Council November 22, 2016 per Resolution CC149-16;

### Recommendation(s)

- 1. That Report ITR-CS-07-16 regarding the quarterly purchasing report for Quarter 3 of 2016 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 attached chart summarizes all purchases made between \$25,000 and \$250,000 by the Director of Information Technology and Director of Human Resources between July 1, 2016 and September 30, 2016.

Contract	Description	# of Bids	Awarded Bid	Approved Amount	Awarded Amount (excl. HST)
RFP-IT-01-16	Strategic Plan	4	Prior and Prior Associates Ltd.	\$40,000	\$35,400

<b>Contract</b>	<b>Description</b>	<b># of Bids</b>	<b>Awarded Bid</b>	<b>Approved Amount</b>	<b>Awarded Amount (excl. HST)</b>
RFP-HR-02-16	PDA & JHA Consultant	8	PROergonomics	\$151,000	\$146,500

## 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,

Director Sign Off:

Grant McLevy, Director of Human Resources

Jody MacEachern, Business Solutions Manager

Tim Scott, Technology and Infrastructure Manager