Recommendation

1. That Report FR-CW-06-20 regarding the quarterly purchasing report for Quarter 4 of 2019 be received for information.

Executive Summary

Grey County’s 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 that have prior budget approval. This policy requires Directors to provide a summary of all purchases between $25,000 and $250,000 on a quarterly basis.

County Council endorsed the County’s new purchasing Policy, By-law 4074-20, which became effective January 9, 2020 and changed the dollar figure at which a quarterly purchasing report is required. Beginning with the Quarter 1 2020 reporting period, quarterly reports will be provided for contracts awarded between $75,000 and $500,000.

Background and Discussion

The attached chart summarizes all purchases made between $25,000 and $250,000 by Departments between October 1, 2019 and December 31, 2019.
## Department - Housing

<table>
<thead>
<tr>
<th>Contract</th>
<th>Description</th>
<th># of Bids</th>
<th>Awarded Bid</th>
<th>Approved Amount</th>
<th>Awarded Amount (excl. HST)</th>
</tr>
</thead>
<tbody>
<tr>
<td>RFT-HOU-17-19</td>
<td>Flooring at Kiwanis Apartments in OS</td>
<td>5</td>
<td>CarpetPlus</td>
<td>$50,000</td>
<td>$68,451*</td>
</tr>
</tbody>
</table>

## Department - Planning

<table>
<thead>
<tr>
<th>Contract</th>
<th>Description</th>
<th># of Bids</th>
<th>Awarded Bid</th>
<th>Reserve Amount</th>
<th>Awarded Amount (excl. HST)</th>
</tr>
</thead>
<tbody>
<tr>
<td>RFT-PCD-07-19</td>
<td>Harvest of Lily Oak</td>
<td>2</td>
<td>Moggie Valley</td>
<td>$30,000</td>
<td>$85,000 **</td>
</tr>
</tbody>
</table>

### Legal and Legislated Requirements

None

### Financial and Resource Implications

*The shortfall from RFT-HOU-17-19 will be funded from the money saved from RFT-HOU-16-19 Air Make Up replacement at Kiwanis Apartments. There was a $19,853 surplus in that project.

** This amount is revenue from the harvest of one of the County’s forest tracts.

### Relevant Consultation

☒ Internal

☐ External

### Appendices and Attachments

None