

To:	Warden and Members of Grey County Council
Committee Date:	January 26, 2023
Subject / Report No:	FR-CW-04-23 - Quarterly Purchasing Report
Title:	Quarterly Purchasing Report – Quarter 4 2022
Prepared by:	Mike Alguire, Purchasing Manager Sherri Adams, Buyer
Reviewed by:	Kim Wingrove
Lower Tier(s) Affected:	None
Status:	Recommendation adopted by Committee as presented per Resolution CW26-23; Endorsed by County Council February 9, 2023, per Resolution CC18-23.

Recommendation

1. That report FR-CW-04-23 regarding the quarterly purchasing report for Quarter 4 of 2022 be received for information.

Executive Summary

Grey County's purchasing policy 7-1-2020, as endorsed by County Council on January 9, 2020, through By-law 5074-20, gives Directors the authority to award items and services up to \$500,000 that have prior budget approval. This policy requires Directors to provide a summary of all purchases between \$75,000 and \$500,000 quarterly.

Background and Discussion

The attached chart summarizes all purchases made between \$75,000 and \$500,000 by Departments between October 1, 2022, and December 31, 2022.

Department – Planning and Community Development

Contract	Description	# of Bids	Awarded Bid	Anticipated Amount	Awarded Amount (excl. HST)
RFQ-PCD-03-22	Glenelg Klondyke Forest Harvest	2	Complete Woodlot Management	\$63,000	\$75,200*

Department – Information Technology

Contract	Description	# of Bids	Awarded Bid	Approved Amount	Awarded Amount (excl. HST)
RFP-IT-03-22	SharePoint Implementation Consultant	5	Elantis	\$150,000	\$149,940

Department – Housing

Contract	Description	# of Bids	Awarded Bid	Approved Amount	Awarded Amount (excl. HST)
RFT-HOU-16-22	Paving at 225 14 th Street, Owen Sound	2	Walker Industries	\$75,000	\$64,900
RFT-HOU-16-22	Paving at 305 14 th Street, Owen Sound	2	E.C. King	\$200,000	\$220,230**
RFT-HOU-16-22	Paving at 81 Bruce Street, Thornbury	4	Multiple Enterprises Inc.	\$90,000	\$126,917***

Legal and Legislated Requirements

None.

Financial and Resource Implications

*Revenue from County managed forest harvest.

**Shortfall of \$20,230 funded from reserves

***Shortfall funded from \$10,100 in budget underspending from 225 14th Street Owen Sound and the \$26,817 from reserves.

Relevant Consultation

Internal

External

Appendices and Attachments

None.