



# Committee Report

<b>To:</b>	Warden Hicks and Members of Grey County Council
<b>Committee Date:</b>	April 14, 2022
<b>Subject / Report No:</b>	FR-CW-08-22 Quarterly Purchasing Report
<b>Title:</b>	Quarterly Purchasing Report – Quarter 1 2022
<b>Prepared by:</b>	Mike Alguire, Purchasing Manager Sharon Melville, Buyer
<b>Reviewed by:</b>	Kim Wingrove
<b>Lower Tier(s) Affected:</b>	None
<b>Status:</b>	Recommendation adopted by Committee as presented per Resolution CW54-22; Endorsed by County Council April 28, 2022;

## Recommendation

1. That Report FR-CW-08-22 regarding the quarterly purchasing report for Quarter 1 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 on a quarterly basis.

## Background and Discussion

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

### Department – Economic Development, Tourism and Culture

Contract	Description	# of Bids	Awarded Bid	Approved Amount	Awarded Amount (excl. HST)
RFQ-EDTC-01-22	Sydenham Parking Lot Alterations	4	Bluewater Landscaping & Construction	\$64,600	\$79,985*
RFT-EDTC-04-22	Heat Pump Replacements at Grey Roots	1	Maurice Mechanical	\$350,000	\$368,782**

### Department – Transportation Services

Contract	Description	# of Bids	Awarded Bid	Approved Amount	Awarded Amount (excl. HST)
RFT-TS-05-22	Grey Road 10 Mill and Pave	3	E.C King Contracting	\$274,800	\$202,621

### Department – Housing Department

Contract	Description	# of Bids	Awarded Bid	Approved Amount	Awarded Amount (excl. HST)
RFP-HOU-01-22	14 <sup>th</sup> Street W OS Architect	3	Allan-Avis Architects	\$250,000	\$189,170

## Legal and Legislated Requirements

None

## Financial and Resource Implications

\* the shortfall in RFQ-EDTC-01-22 will be funded from EDTC capital surplus per approval from Director of EDTC, and the CAO. Staff explored options for making changes in the scope to find savings or potentially defer some upgrades but revisions were limited as per engineer review. Upgrades are required in accordance with the approved site plan in order to make use of the entire building.

\*\* the shortfall in RFT-EDTC-04-22 of \$18,782 will be funded from reserves per approval from Director of EDTC, and the CAO. Although only one bid was received, this was publicly tendered with 3 companies represented at site meeting.

## Relevant Consultation

Internal

External

## Appendices and Attachments

None