



THE CORPORATION OF THE TOWNSHIP OF KING
Report to Council

Monday, April 15, 2024

Finance Department
Report Number FIN-2024-005
Q1 2024 (January - March) Procurement Update

RECOMMENDATION(S):

The Director of Finance respectfully submits the following recommendation(s):

1. Report Number FIN-2024-005 be received for information.

REPORT HIGHLIGHTS:

- A quarterly update to Council on competitive procurement (e.g. Request for Proposals, Request for Tender, Co-operative) services greater than \$100,000 and all single, sole source and emergency awards.

PURPOSE:

This report outlines all activities for Request for Tender (RFT), Request for Proposal (RFP), Co-Operative, Single Source, Sole Source and Emergency awards by department.

BACKGROUND:

This report provides information to Council on procurements awarded in the first quarter of 2024 (January to March) processed by the Finance Department as part of the Procurement Bylaw (2021-006).

ANALYSIS:

Two (2) contracts were issued from January 1st, 2024 to March 31st, 2024.

All procurements and awards up to \$100,000.00 are usually decentralized, managed and overseen by individual directors and their respective departments, as per the Township's Procurement By-Law.

Note: All contract award amounts below do not include Harmonized Sales Tax (HST).

Request for Tender Procurement Awards

None to report.

Request for Proposal Procurement Awards

Description, Details and Department	Awarded Vendor	Contract Amount	Project Number	# of Submission
<p>Project: Nobleton Water and Sanitary</p> <p>Department: Public Works</p> <p>Details: Design and engineering services for a watermain replacement and sanitary sewer upsize, in Nobleton.</p>	<p>Ainley & Associates Limited</p>	<p>\$284,143.00</p>	<p>RFP-2023-005</p>	<p>5</p>
<p>Project: Supply and Delivery of Two Electric Ice Resurfacers, Charging Infrastructure and Training</p> <p>Department: Public Works</p> <p>Details: Two (2) fully operational electric-powered ice resurfacers, along with the required charging infrastructure and comprehensive training sessions for Township staff.</p>	<p>Engo Equipment Sales Inc.</p>	<p>\$310,000.00</p>	<p>RFP-2023-021</p>	<p>2</p>

Co-operative Procurement Awards

None to report.

Single Source Procurement Awards

None to report.

Sole Source Procurement Awards

None to report.

Emergency Procurement Awards

None to report.

FINANCIAL CONSIDERATIONS:

There are no immediate financial implications related to this report. All procurements from this quarter fall within the approved budget.

ALIGNMENT TO STRATEGIC PLAN:

The 2023-2026 Corporate Strategic Plan (CSP) was adopted by Council on June 12, 2023. The CSP reflects the priorities of upmost importance to the community and defines the obligations and commitments of the Township of King to its citizens and to the public. The CSP is aligned with the Townships long-term vision defined in the “Our King” Official Plan. The CSP also aims to ensure that staff initiatives focus on and work towards supporting King’s Vision, Mission and Values.

This report is in alignment with the CSP’s Priority Area(s), and/or associated Objective(s) and/or Key Results(s):



Sustainable
Asset
Management

Improve our linear (transportation and environmental) and non-linear (facilities and parks) assets for continued community use and enjoyment.



Complete
Communities

Enrich community well-being and make King the ideal place to live, work and play.in-kind contribution requests by 2024.

Although there is not a direct relationship to this priority area of investing in infrastructure, this specific report is required to maintain business continuity across all service areas, which indirectly supports all Strategic Plan Priority areas.

CONCLUSION:

As part of the Procurement By-law 2021-06, this report is required to be provided to Council on a quarterly basis on all competitive procurement activities over \$100,000 and any single source, sole source, and emergency awards for information purpose only.

ATTACHMENTS:

Not Applicable

Prepared By:

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Manager of Procurement and Risk

Recommended By:

Peggy Tollett
Director of Finance

Approved for Submission By:

Daniel Kostopoulos
Chief Administrative Officer