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Date June 15, 2022 **Report No.** 2022-272

To Chair and Members
Finance Committee

From Joelle Daniels
Director of Finance / City Treasurer

1.0 Type of Report

Consent Item	<input checked="" type="checkbox"/>
Item For Consideration	<input type="checkbox"/>

2.0 Topic **Quarterly Status Report of Contracts Awarded** **[Financial Impact – None]**

3.0 Recommendation

THAT Report 2022-272 titled “Quarterly Status Report of Contracts Awarded” for the period of January 1, 2022 – March 31, 2022 BE RECEIVED.

4.0 Executive Summary

The purpose of this report is to update members of the Finance Committee with the results of contracts awarded through the Purchasing Division with a value at or above \$50,000 during the period of January 1, 2022 – March 31, 2022.

5.0 Purpose and Overview

The City will maintain an open, competitive, transparent, fair and accountable process with respect to the procurement of goods and services and actively investigate news sources and methods of procurement for products and services to provide the most effective and efficient services. This report is the result of those procurements, valued at or above \$50,000 (exclusive of

applicable taxes), that have been awarded to vendors, through the Purchasing Division, during the identified period.

6.0 Background

At the December 4, 2013 Finance Committee meeting, Staff were requested to provide an information report regarding contract awards made to vendors that were valued at or above \$50,000.

7.0 Corporate Policy Context

City of Brantford Corporate Policy Manual: CORPORATE 012 – Corporate Purchasing Policy.

8.0 Input From Other Sources

Input from other sources was not required in the completion of this report.

9.0 Analysis

Table 1 titled Quarterly Status of Contracts Awarded, attached to this report, provides a listing of City contracts, valued at or above \$50,000 (exclusive of applicable taxes), that have been awarded to vendors during the period of January 1, 2022 – March 31, 2022. All contracts were issued by the Purchasing Division in compliance with the City's Purchasing Policy, as applicable, though the use of a Request for Tenders, Request for Quotations, Request for Proposals, Group Purchasing Organization, or other competitive process approved by the Manager of Purchasing, and awarded within Council budget approvals.

10.0 Financial Implications

All of the contracts awarded were within the applicable budgeted amounts approved by Council.

11.0 Climate and Environmental Implications

There are no climate and environmental implications associated with this report.

12.0 Conclusion

The contracts awarded and identified in Table 1 were awarded in accordance with the City's Purchasing Policy as applicable and within the Council approved budget.



Joelle Daniels
Director of Finance / City Treasurer

Prepared By:

Robin Nechelput, Manager of Purchasing

Attachments

Q4 Table 1: Contracts Awarded January 1, 2022 – March 31, 2022.

Copy to:

N/A.

In adopting this report, is a by-law or agreement required? If so, it should be referenced in the recommendation section.

By-law required ☐ yes ☒ no

Agreement(s) or other documents to be signed by Mayor and/or City Clerk ☐ yes ☒ no

Is the necessary by-law or agreement being sent concurrently to Council? ☐ yes ☒ no