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| Date: | October 7, 2024 |
| To: | **Mayor and Council.** |
| Name and title: | Kris Dalio, Director of Finance and IT Services |
| Subject: | 2024 Q3 Procurement Quarterly Report |
| Attachment(s): | None |
| Recommendation(s): | | |
| That Council RECEIVES FOR INFORMATION the report dated October 7, 2024, from the Director of Finance and IT Services titled “2024 Q3 Procurement Quarterly Report”. | | |

Purpose:

The purpose of this report is to provide City Council with information concerning the contracts issued by Procurement for the time period from July 1, 2024 to September 30, 2024. The Tender, Request for Proposal, Exemption (Sole Source), Corporate Service Arrangement (Buying Groups), Formal Request for Quote and Informal Request for Quotation contracts have been approved pursuant to the limits within the Purchasing Bylaw, applicable financial plan and the Purchasing Procedures shown below:

A) Manager of Risk and Procurement – not to exceed $200,000.

B) Director of Finance and IT Services – not to exceed $500,000; and

C) City Manager – over $500,000 and all revenue generating contracts.

Strategic Priorities:

The Purchasing Delegation of Authority Bylaw contributes to the City’s financial sustainability.

1. Approvals by the MANAGER OF RISK and procurement

ROTATIONAL CONSULTING: Pre-authorized consultants / engineers are invited to enter into a Contract for less than $75,000.

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| Rotational | Product/Services | Contract Dollar  Amount | Supplier |
| R24-093 | Consulting Services - Relocation of Statue | $40,000.00 | Allnorth Consultant Limited |
| R24-094 | Consulting Services - Connaught Hill Park Enhancements | $7,400.00 | McElhanney Ltd |
| R24-095 | Consulting Services - Bob Harkins Library Skylight Design | $42,866.50 | Chernoff Thompson Architects North |

Informal REquest for Quotation: Informal solicitation for goods and services under $75,000.00 and construction over $200,000.00.

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| IRFQ | Product/Services | Contract Dollar  Amount | Supplier |
| IRFQ24-067 | Carrie Jane Gray Park Washroom Refurbishment - Mechanical Room | $98,480.00 | R.H. Jones and Sons Mechanical |
| IRFQ24-068 | Carrie Jane Gray Park Washroom Refurbishment - Electrical Room | $58,067.30 | Remedy Electric Inc |
| IRFQ24-072 | Clean Fuels Conference Event Planner | $71,370.00 | Monogram Communications & Consulting Inc. |
| IRFQ24-087 | Ball Diamond & Sport Field Renewal – Concrete Work | $123,640.00 | Fresno Construction Ltd |

Invitation to Tender: Formal solicitation seeking competitive bids for goods and/or services awarded to the lowest compliant bid.

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| ITT | Product/Services | Contract Dollar  Amount | Supplier |
| T24-083 | Supply and Deliver One (1) Structure Protection Unit | $170,449.98 | WASP Manufacturing Ltd. |
| T24-092 | Supply and Delivery of Materials for Watermain Installation - Giscome Road Servicing | $93,155.43 | Northlands Water & Sewer Supplies Ltd. |

Request for Proposal: Formal solicitation for goods and services over $75,000.00 and construction over $200,000.00 awarded to the highest scoring proponent.

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| RFP | Product/Services | Contract Dollar  Amount | Supplier |
| P24-060 | Roof Consulting Services Program 2025-2027 | $73,927.78 | Spratt Emanuel Engineering Ltd |
| P24-078 | Supply and Deliver Three (3) Trailer Sander Spreaders | $123,338.91 | Kendrick Equipment Ltd |

exemption: Public solicitation not necessary due to permitted exemption.

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| Exemption | Product/Services | Contract Dollar  Amount | Supplier |
| X24-099 | Ball Diamond & Sports Field Renewal - Dugout Supply and Installation - Steel Only | $72,000.00 | C.F.I. Steel Ltd |

1. Approvals by the director of finance and it services

Invitation to Tender: Formal solicitation seeking competitive bids for goods and/or services awarded to the lowest compliant bid.

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| ITT | Product/Services | Contract Dollar  Amount | Supplier |
| T24-038 | Connaught Hill Park Enhancement - Concrete and Landscaping | $244,250.00 | Fresno Construction Ltd |
| T24-065 | Supply and Installation of Prefabricated Modular Structure | $494,024.00 | 2249182 Alberta Ltd. o/a Premiere Builders |
| T24-091 | First Avenue Storm Pump Replacement | $208,005.02 | K2 Electric Ltd. |

REQUEST FOR PROPOSAL: Formal solicitation for goods and services over $75,000.00 and construction over $200,000.00 awarded to the highest scoring proponent.

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| RFP | Product/Services | Contract Dollar  Amount | Supplier |
| P20-060 | Elevator Maintenance Services  Optional Yr 2 | $45,619.96 | Venture Elevators Inc. |
| P24-077 | Supply and Deliver Four (4) Light Duty Trucks | $274,204.03 | Prince George Ford |
| P24-079 | Supply & Deliver One (1) New Three-Wheeled Sweeper | $410,687.40 | Kendrick Equipment Ltd. |

exemption: Public solicitation not necessary due to permitted exemption.

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| Exemption | Product/Services | Contract Dollar  Amount | Supplier |
| X24-075 | Supply & Deliver One (1) New Zamboni Model 650AC Lithium Ice Resurface | $202,636.60 | Kendrick Equipment Ltd |
| X24-104 | Emergency Supply & Installation of Ferguson Bridge | $320,000.00 | Formula Contracting Ltd |

1. Approvals by the City MANAGER

REQUEST FOR PROPOSAL: Formal solicitation for goods and services over $75,000.00 and construction over $200,000.00 awarded to the highest scoring proponent.

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| RFP | Product/Services | Contract Dollar  Amount | Supplier |
| P24-031 | Consulting Services - Sanitary Sewer Project | Non-Exclusive As Required | "Stantec Consulting Ltd  L&M Engineering Limited  Onsite Engineering Ltd" |
| P24-056 | "Construction – John Hart Bridge  Sanitary Forcemain Replacement" | $5,497,744.00 | IDL Project Inc |
| P24-076 | Supply and Deliver Two (2) New Single Axle Dump Trucks | $532,218.00 | Inland Truck and Equipment Ltd. |
| P24-080 | Supply and Deliver Two (2) New Loaders with Snow Buckets | $853,860.00 | Brandt Tractor Ltd. |

Summary and Conclusion:

Administration has provided this report for Council’s information to summarize the contracts issued by Procurement from July 1, 2024 to September 30, 2024.

Respectfully submitted:

Kris Dalio, Director of Finance and IT Services

Approved:

Walter Babicz, City Manager

Meeting Date:: 2024/10/21