

The Regional Municipality of York Police Services Board

Public Board Meeting
November 24, 2021

Report of the Chief of Police

Purchasing Bylaw Quarterly Report

1. Recommendation

1. That the Board receive this report pursuant to the Purchasing Bylaw 10-17 quarterly reporting requirements.

2. Summary

This report contains a summary of purchasing matters that were executed in the third quarter of 2021 and a summary of emergency purchases, as follows:

- Three tenders and one proposal awarded totalling \$3.0 million
- One emergency purchase conducted without a competitive bid as a result of the COVID-19 pandemic

3. Background

In accordance with Purchasing Bylaw 10-17, a quarterly report is required to advise the Board of the following matters:

- a) The award of any contract as a result of a request for tenders and awarded by the Deputy Chief or Chief of Police;
- b) The award of any contract as a result of a request for proposal and awarded by the Deputy Chief or Chief of Police;
- c) Any expenditures made as a change in scope/additional deliverables and authorized by the Chair and Chief of Police; and
- d) Any deliverables issues as an emergency purchase without a call for bids and awarded by the Deputy Chief or Chief of Police.

The agreements and other undertakings that have been executed within the third quarter of 2021 are outlined below.

4. Analysis

The following tenders and request for proposal were awarded in the third quarter:

Table 1
Tender and Request for Proposal Awards

Description	Value
Request for Tender (T-21-33) Janitorial Services at Headquarters and Community Safety Village Vendor: Kleenway Building Maintenance Services Inc. Term of Contract: One year plus two optional two year terms Number of Bids: 2 Award Date: September 14, 2021	\$2,186,433
Request for Proposal Award (P-21-01) Police Vehicle Decals Vendor: Thunder Graphics Inc. Term of Contract: Two years plus optional two year and one year term Number of Bids: 7 Award Date: July 14, 2021	\$456,964
Request for Tender (T-21-34-B) Cisco Subscription Vendor: Synnapex Inc. Term of Contract: Three years Number of Bids: 2 Award Date: September 28, 2021	\$202,148
Request for Tender (T-21-21) Paving at #4 District in Vaughan Vendor: Melrose Paving Co. Ltd. Term of Contract: One time purchase	\$148,420

Description	Value
Number of Bids: 13 Award Date: August 10, 2021	
Total Expenditures (Excluding HST)	\$2,993,965

For comparison purposes, the delegation of authority for Purchasing Bylaw No. 10-17 items for the third quarter 2020 were \$4,064,033.

Table 2
COVID-19 Emergency Purchases

Vendor	Description	Price
Canada Masq	ASTM Level 3 Disposable Mask	\$46,008
	Total Expenditures (Excluding HST)	\$46,008

5. Financial

The funds necessary to satisfy the terms of each contract identified in Table 1 of this report were included in the 2021 Operating or Capital Budgets. The COVID-19 emergency purchases identified in Table 2 of this report have been fully offset by mitigating expenditure reductions in other accounts including training and vehicle maintenance.

6. Conclusion

The agreements and undertakings in accordance with the Purchasing Bylaw No. 10-17 are identified in Table 1 and Table 2. All amounts listed exclude taxes. It is therefore recommended that the Purchasing Bylaw Quarterly Report for the third quarter of 2021 be received.

Accessible formats or communication supports are available upon request.

Jim MacSween, B.A.A.
Chief of Police

JMS:jf