

The Regional Municipality of York Police Services Board

Public Board Meeting
May 17, 2022

Report of the Chief of Police

Purchasing Bylaw Quarterly Report

1. Recommendation

That the Board receive this quarterly 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 first quarter of 2022 as follows:

- One proposal, two tenders and one quotation awarded totalling \$1.405 million

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 tender 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 issued 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 first quarter of 2022 are outlined below.

4. Analysis

ANALYSIS OF INFORMATION

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

Table 1
Tender and Request for Proposal Awards

Description	Value
Coop Request for Proposal with the Regional Municipality of York (P-21-12) Employee and Family Assistance Program (EFAP) Vendor: LifeWorks Canada Ltd Term of Contract: Three years plus two optional one year terms Number of Bids: 4 Award Date: February 01, 2022	\$595,283
Request for Tender (T-22-02) Supply and Delivery of Various New Ford Vehicles Vendor: Trillium Ford Lincoln Ltd. Term of Contract: One time purchase Number of Bids: 2 Award Date: February 07, 2022	\$560,084
Coop Request for Tender with the Regional Municipality of York (T-499-39) Specialty Stationery including Business Cards, Letterhead and Envelopes Vendor: Braund Supergraving Co. Limited. Term of Contract: Three years plus two optional one year terms Number of Bids: 6 Award Date: March 9, 2022	\$179,718
Coop Request for Quotation with Toronto Police Services (RFQ #1453279-21) Public On-Line Auction Services Vendor: Police Auctions Canada Inc. Term of Contract: Three years plus two optional one year terms Number of Bids: 2 Award Date: January 24, 2022 *Auction Fees of \$14,000 per year for five years	\$70,000*
Total Expenditures (Excluding HST)	\$1,405,085

For comparison purposes, the delegation of authority for Purchasing Bylaw No. 10-17 items for the first quarter 2021 were \$2,003,121.

5. Financial

The funds necessary to satisfy the terms of each contract identified in Table 1 of this report were included in the 2022 Operating or Capital Budgets.

6. Conclusion

The agreements and undertakings in accordance with the Purchasing Bylaw No. 10-17 are identified in Table 1. All amounts listed exclude taxes. It is therefore recommended that the Purchasing Bylaw Quarterly Report for the first quarter of 2022 be received.

Accessible formats or communication supports are available upon request.

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

JMS:jb